

Deposited Documents – Reference TMO/P023/25

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Controlled Parking Zones – Alton Close, Isleworth**Contents:**

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Any queries regarding these deposited documents should be sent by email to trafficorders@hounslow.gov.uk or alternatively a voicemail can be left on extension 3322.



Controlled Parking Zones – Alton Close, Isleworth

A. The London Borough of Hounslow (Waiting and Loading Restriction) (Amendment No.373) Order 2025

B. The London Borough of Hounslow (Parking Places) (Alton Close) Order 2025

1. The London Borough of Hounslow hereby gives notice that, it made the above Orders on 06 August 2025 under sections 6, 45, 46, 49 and 124 of and Part IV of Schedule 9 to the Road Traffic Regulation Act 1984, as amended. The Order will come into operation on 20 October 2025.
2. The general effect of the Orders will be to:
 - (a) Introduce a controlled parking zone (CPZ) in Alton Close, Amhurst Gardens, and Teesdale Avenue, Isleworth which would operate Monday to Friday between 9am and 6pm. The CPZ would consist of:
 - (i) Resident only parking bays in Alton Close, Amhurst Gardens, and Teesdale Avenue. Vehicles would be able to park in these bays if they display a valid permit during the operational hours without limit;
 - (ii) Resident and Pay and Display parking bays in Amhurst Gardens, and Teesdale Avenue. Vehicles would be able to park in these bays if they display a valid permit or valid ticket during the operational hours with a maximum stay of 4 hours; &
 - (iii) 'At any time' waiting restrictions at road junctions and other strategic locations where parking is deemed to be obstructive or unsafe and where these restrictions are not already in place.
 - (b) Extend the existing 'at any time' waiting restrictions at the following location:
 - (i) Amhurst Gardens, Isleworth, Hounslow, south-west side, from the junction with London Road to a point 13 metres north-west of the north-western flank wall of No. 2 Amhurst Gardens.
3. Permit fees will be as detailed in the Schedule to this Notice.
4. Documents giving further information of the Order can be viewed for a period of six weeks from the date of this Notice online at hounslow.gov.uk by typing in the term "traffic notices" in the search bar.
5. Any person desiring to question the validity of the Orders or any provision contained therein on the grounds that they are not within the relevant powers of the Road Traffic Regulation Act 1984, or that any of the relevant regulations made thereunder have not been complied with in relation to the Orders may, within six weeks of the date on which the Orders were made, make an application for the purpose to the High Court.

Dated: 06 August 2025

Sabeel Khan
Acting Assistant Director for Traffic, Transport & Parking
(The Officer appointed for the purpose)

SCHEDULE

Resident Permit Charges

| DVLA Band (1) | Vehicle Emissions (g/km) (2) | First Residents' Permit per Household (3) | Second Residents' Permit per Household (4) | Third Residents' Permit per Household (5) | Fourth Residents' Permit per Household (6) | Fifth and subsequent Residents' Permits per Household (6) |
|--|------------------------------|---|--|---|--|---|
| 1 | 0 | £60.00 | £150.00 | £245.00 | £335.00 | £425.00 |
| 2 | 1 to 75 | £70.00 | £160.00 | £255.00 | £345.00 | £435.00 |
| 3 | 76 to 100 | £80.00 | £170.00 | £265.00 | £355.00 | £445.00 |
| 4 | 101 to 130 | £90.00 | £180.00 | £275.00 | £365.00 | £455.00 |
| 5 | 131 to 170 | £100.00 | £190.00 | £285.00 | £375.00 | £465.00 |
| 6 | 171 to 225 | £120.00 | £210.00 | £305.00 | £395.00 | £485.00 |
| 7 | Over 226 | £140.00 | £230.00 | £325.00 | £405.00 | £505.00 |
| Additional Diesel Surcharge ¹ | | £75.00 | £75.00 | £75.00 | £75.00 | £75.00 |
| Administration Charge for change of vehicle/replacement/refund: £24.50 | | | | | | |

Notes:

- 1) Additional Diesel Surcharge for diesel and hybrid-diesel vehicles

Residents' Visitors Parking Card Charges

| | Charge |
|----------------------------------|---|
| Residents' visitors parking card | £27.20 (per book of 30 Cards) OR £27.20 (per 30 hours) |

Carer Permit Charges

| 1. Type of Permit | 2. Period of validity | 3. Charges |
|--|-----------------------|------------|
| Carer Permits – CPZ (Single Zone) Specific | Annual | £0.00 |

Temporary Resident Permit Charges

| 1. Type of Permit | 2. Period of validity | 3. Charges |
|---------------------------|-----------------------|------------|
| Temporary Resident Permit | 1 Month | £44.00 |

Operational Permit (All Zones) Charges

| 1. Type of Permit | 2. Period of validity | 3. Charges |
|--|-----------------------|------------|
| Operational Permits – All Zones | Annual | £172.00 |
| Administration Charge for change of vehicle/replacement/refund | n/a | £24.50 |

Operational Permit (External) Charges

| 1. Type of Permit | 2. Period of validity | 3. Charges |
|--|-----------------------|------------|
| Operational Permits – External | Annual | £326.00 |
| Administration Charge for change of vehicle/replacement/refund | n/a | £24.50 |

Doctor Permit Charges

| 1. Type of Permit | 2. Period of validity | 3. Charges |
|--|-----------------------|------------|
| Doctor Permits | Annual | £399.00 |
| Administration Charge for change of vehicle/replacement/refund | n/a | £24.50 |



Traffic Management Order

2025 No.135

The London Borough of Hounslow (Waiting and Loading Restriction) (Amendment No.373) Order 2025

Made on 06 August 2025

Coming into operation on 20 October 2025

The Council of the London Borough of Hounslow, after consulting the Commissioner of Police of the Metropolis, in exercise of the powers conferred by sections 6 and 124 to the Road Traffic Regulation Act 1984^a as amended, and of all other enabling powers hereby make the following Order:

Citation and Commencement

1. This Order shall come into operation on 20 October 2025 and may be cited as The London Borough of Hounslow (Waiting and Loading Restriction) (Amendment No.373) Order 2025.

Interpretation

2. (1) In this Order the "Order of 2008" means The London Borough of Hounslow (Waiting and Loading Restriction) (Civil Enforcement Area) Order 2008^b.
(2) Unless the context otherwise requires, any expression used in this Order which is also used in the Order of 2008 shall have the same meaning as in that Order.
(3) Any reference in this Order to any enactment shall be construed as a reference to that enactment as amended, applied, consolidated, re-enacted by or as having effect by virtue of any subsequent enactment.

Revocation and/or Substitution and/or Addition of Prohibition and/or Restriction

3. Without prejudice to the validity of anything done or to any liability incurred in respect of any act or omission before the coming into operation of this Order, the Order of 2008 shall have effect as though:
 - a) the items numbered 538, 834 and 979 in Schedule 1 to that Order are substituted with the items similarly numbered and set out in Schedule 1 to this Order.

Dated this sixth day of August 2025

Sabeel Khan
Acting Assistant Director for Traffic, Transport & Parking
(The Officer appointed for the purpose)

^a 1984 c. 27

^b LBH 2008/24

SCHEDULE 1

| 1 Item Number | - | 3 Street | 4 Prescribed hours - see Schedule 3 |
|---------------------|-----|--|--|
| 538 | ai | Teesdale Avenue, Isleworth, Hounslow, both side, from the junction with Twickenham Road northwards for a distance of 10 metres | A |
| | bi | Teesdale Avenue, Isleworth, Hounslow, south-west side, from a point 5 metres north-west of the north-western flank wall of Nos. 1-9 Milestone Court, London Road to the north-western flank wall of No. 1 Teesdale Avenue | A |
| | ci | Teesdale Avenue, Isleworth, Hounslow, north-east side, from the south-eastern flank wall of Nos. 1-9 Milestone Court, London Road to a point 1 metre south-east of the north-eastern flank wall of No. 2 Teesdale Avenue | A |
| 834 | ai | Amhurst Gardens, Isleworth, Hounslow, both side, from the junction with Twickenham Road north-westwards for a distance of 15 metres | A |
| | bi | Amhurst Gardens, Isleworth, Hounslow, north-east side, from the junction with London Road to a point 3 metres south-east of the north-western flank wall of No. 405 London Road | A |
| | ci | Amhurst Gardens, Isleworth, Hounslow, south-west side, from the junction with London Road to a point 13 metres north-west of the north-western flank wall of No. 2 Amhurst Gardens | A |
| | cii | Amhurst Gardens, Isleworth, Hounslow, south-west side, from a point 6 metres south-east of the common boundary of Nos. 14 & 16 Amhurst Gardens to a point 6 metres north-west of the common boundary of Nos. 18 & 20 Amhurst Gardens | A |
| 979 | ai | Alton Close, Isleworth, Hounslow, both side, from the junction with Amhurst Gardens south-westwards for a distance of 8 metres | A |

EXPLANATORY NOTE

(This note is not part of the Order, but is intended to indicate its general purport)

This Order further amends The London Borough of Hounslow (Waiting and Loading Restriction) (Civil Enforcement Area) Order 2008 by amending waiting restrictions in Alton Close, Amhurst Gardens, and Teesdale Avenue, Isleworth.

Traffic Management Order

2025 No.136

The London Borough of Hounslow (Parking Places) (Alton Close) Order 2025

Made on 06 August 2025

Coming into operation on 20 October 2025

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SCHEDULES

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The Council of the London Borough of Hounslow, having consulted the Commissioner of Police of the Metropolis, in exercise of the powers conferred by sections 45, 46, 49 and 51 and 124 and of Part III and Part IV of Schedule 9 to the Road Traffic Regulation Act 1984^a as amended and the Traffic Management Act 2004^b and of all other enabling powers hereby make the following Order:

^a 1984 c.27

^b 2004 c.18

PART I – PRELIMINARY

1. Citation and Commencement

- (1) This Order may be cited as The London Borough of Hounslow (Parking Places) (Alton Close) Order 2025 and shall come into operation for all purposes on 20 October 2025.

2. Revocations

- (1) Without prejudice to the validity of anything done or to any liability incurred in respect of any act or omission before the coming into operation of this Order the following Orders are hereby revoked:
None.

3. Interpretation

- (1) In this Order, except where the context otherwise requires, the following expressions have the meanings hereby respectively assigned to them:

“Administration Charge” means the Charge listed in the Schedules to this Order which applies for the change of vehicle, replacement or refund of a Permit or Season Ticket;

“Affiliate Staff” means any staff working for companies and organisations who are recognised affiliates of the London Borough of Hounslow, working on their behalf and approved for an Operational Permit (External);

“Business Permit” means a Business Permit issued under the provisions of Article 25;

“Business User” means a person who occupies premises the postal address of which is in any street or part of street described in Schedule 8 and who uses such premises for non-Residential purposes;

“CO2 Emissions Figure” has the same meaning as in Schedule 1 of the Vehicle Excise and Registration Act 1994, as amended. For the avoidance of doubt, this is intended to have the same meaning as that used by DVLA for the purpose of vehicle excise duty at the time when this order was made. If there should be any future amendment to the meaning as used by DVLA, such amendment will not, of itself, be binding on the Council for the purposes of this order;

“Carer Permit” means a Permit issued under the provisions of Article 29 of this Order;

“Cashless Payment” means a method of payment whereby the Charge (and any appropriate Service Charge) is collected by the Service Provider, via an arranged account, with payment being made over the Telephone or Electronic Payment System (including via the internet) by Payment Card or other means of secure authorised payment to allow vehicles to be parked for the period of time for which payment has been made;

“Charge” means the Charge for a Permit, Season Ticket, Residents’ Visitors’ Permit or Payment Parking Place and specified in the Schedules to this Order (or amended by ‘notice’);

“Civil Enforcement Officer” has the same meaning as in the Traffic Management Act 2004;

"Council" means the Council of the London Borough of Hounslow;

"Council Staff" means members of staff employed at the Council;

"Diesel Vehicle" means a vehicle in which the motive power is wholly or partially derived directly or indirectly from a compression ignition engine;

"Disabled Person" and "Disabled Person's Badge" have the same meanings as in The Disabled Persons (Badges for Motor Vehicles) (England) Regulations 2000^c;

"Disabled Person's Vehicle" means a vehicle lawfully displaying a Disabled Person's Badge;

"Doctor Permit" means a Permit issued under the provisions of Article 37 of this Order;

"Driver" in relation to a vehicle waiting in a Parking Place means the person driving the vehicle at the time it was left in the Parking Place;

"DVLA Band" means the banding of vehicles based on CO2 Emissions Figures generated (g/km) as set by the Driver and Vehicle Licensing Agency;

"Enactment" means any Enactment, whether public, general or local, and includes any order, byelaw, rule, regulation, scheme or other instrument having effect by virtue of an Enactment;

"Goods" means Goods of any kind whether animate or inanimate and includes postal packets of any description; and "delivering" and "collecting" in relation to any Goods includes a reasonable amount of time checking the Goods for the purpose of their delivery or collection;

"Goods Vehicle" means a motor vehicle constructed or adapted for use for the carriage of Goods or burden of any description and not drawing a trailer;

"Handheld Device" means a wireless handheld computer (including mobile phone) used by a Civil Enforcement Officer whilst carrying out duties which is programmed to interface with the Telephone or Electronic Payment System operator;

"Household" means either one person living alone or a group of people living or staying at the same address sharing a kitchen or bathroom or other common amenity;

"Location Identification Number" means the unique number assigned to the Parking Place where the telephone payment parking system is operational;

"Motor Cycle and Invalid Carriage" have the same meaning respectively as in Section 136 of the Road Traffic Regulation Act 1984;

"Operational Permit (All Zones)" means a Permit issued under the provisions of Article 33 of this Order;

"Operational Permit (External)" means a Permit issued under the provisions of Article 35 of this Order;

^c SI. 2000/682

"Owner", has the same meaning as in the Traffic Management Act 2004^d;

"Parking Charge" means that a vehicle has parked during the hours of operation and is due to pay a charge for parking, unless they are an exempt vehicle;

"Parking Contravention" has the meaning as assigned to it in Part 1 of Schedule 7 of the Traffic Management Act 2004;

"Parking Place" means any area on a highway designated as such by this Order;

"Parking Space" means a space in a Parking Place referred to in Schedules 1, 2, 3, 4, 5, 6 and 7 which is provided for the leaving of vehicles;

"Passenger Vehicle" means a motor vehicle (other than a Motor Cycle or Invalid Carriage) constructed or adapted for the carriage of not more than eight passengers (exclusive of the Driver) and their effects and not drawing a trailer;

"Payment Card" means a debit/credit card, PayPoint or any other accepted form of electronic payment system, that can be used by a person and accepted as a means of making a payment for a Permit, Visitors' Permit, Season Ticket, Virtual Permit, Virtual Visitors' Permit, Virtual Season Tickets or Virtual Tickets;

"Payment Parking Place" means a Parking Place to which a payment for parking applies on leaving a Vehicle in that Parking Place designated as such by this Order and where payment of the Parking Charge is made by means of a Ticket Machine or a Cashless Payment system;

"Penalty Charge" means an amount set by the London Council's Transport and Environment Committee under the provisions of The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022^e;

"Penalty Charge Notice (PCN)" means a notice issued or served by a Civil Enforcement Officer to the provisions of The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022;

"Penalty Charge and Reduced Penalty Charge" means an amount set by the London Council's Transport and Environment Committee under the provisions of Part 6 of the Traffic Management Act 2004 and with the approval of the Secretary of State for Transport which unless contested, is to be paid to the Council within 28 days beginning with the date on which the alleged contravention occurred, or in 14 days in the case of a Reduced Penalty Charge, from the date of issue of the Penalty Charge notice;

"Permit" means a Permit or Virtual Permit of the type described within this Order and issued by the Council for which the payment of the Charge is made;

"Permit Holder" means a person or organisation to whom a Permit or Virtual Permit has been issued under the provisions of this Order;

^d 2004 c. 18

^e SI.2022/71

“Permit Identifier” means any symbol, logo, letter, numeral or name (or any combination of such), specified in Schedules 8 and 9 applicable to the Permit Parking Places specified in Schedules 2, 3, 4, 5, 6 and 7 and used on Permits, Visitors’ Permits, Season Tickets or Virtual Permits, Virtual Visitors’ Permits and Virtual Season Tickets to identify the Permit Parking Places for which they are valid and on Handheld Devices and on signs at relevant Parking Places;

“Permitted Hours”, in relation to a Parking Place, means the period specified at the beginning of the Schedule relating to that Parking Place;

“Resident” means a person whose usual place of abode is at the premises the postal address of which is in any street or part of a street described in Schedule 9;

“Residents’ Permit” means a Permit issued under the provisions of Article 23;

“Residents’ Permit Holder” means a person to whom a Residents’ Permit has been issued under the provisions of Article 23;

“Season Ticket” means a Season Ticket or Virtual Season Ticket issued under the provisions of Article 27 of this Order;

“Service Provider” means a contractor authorised by the Council to accept payment of the Charge for a Permit, Visitors’ Permit, Season Ticket or Virtual Ticket, on its behalf and to keep a record of that payment and the Vehicle, Parking Place or Parking Area and the parking period in respect of which payment has been made using the Telephone or Electronic Payment System;

“Service Charge” means any Charge which may be payable to the Service Provider (in addition to the Parking Charge in accordance with the provisions of Article 8) for vehicles using the telephone payment parking system;

“Schedule” means a Schedule to this Order;

“Telephone or Electronic Payment System” means an electronic system, using a telephone connection, text messaging, mobile application, web application or other electronic application set up and maintained by the Service Provider;

“Temporary Resident Permit” means a Permit issued under the provisions of Article 31 of this Order;

“Ticket Machine” (where applicable) means a type of parking meter as defined in regulation 46(2) (a) (i) of the Road Traffic Regulation Act 1984 for the purposes of this Order being apparatus designed to indicate the time and to issue Virtual Tickets indicating the payment of the Charge referred to in Article 8 of this Order and the period in respect of which the Charge has been paid;

“Valid Visitors’ Permit” means a Visitors’ Permit validated by entering the following indications:

- (a) the registration mark of the vehicle;
- (b) the month and the date in the month; and
- (c) the time of arrival for each entry.

“Vehicle Emissions (g/km)” means the amount, in grams, of carbon dioxide emissions a vehicle generates per kilometre driven;

“Virtual Permit” means a digital, electronic record of a Permit. Unlike with a traditional paper Permit, with a Virtual Permit there is nothing to physically display. A Civil Enforcement Officer is able to determine which vehicles hold a valid Permit issued by the Council for which the payment of the Charge is made, via the information that is displayed on their Handheld Device;

“Virtual Visitors’ Permit” means a digital, electronic record of a Visitors’ Permit. Unlike with a traditional paper Visitors’ Permits, with a Virtual Visitors’ Permit there is nothing to physically display. A Civil Enforcement Officer is able to determine which vehicles hold a valid Virtual Visitors’ Permit issued and confirmed by the Council for which the payment of the Charge is made, via the information that is displayed on their Handheld Device;

“Virtual Season Ticket” means a digital, electronic record of a Season Ticket. Unlike with a traditional paper Season Tickets, with a Virtual Season Ticket there is nothing to physically display. A Civil Enforcement Officer is able to determine which vehicles hold a valid Virtual “Season Ticket” issued and confirmed by the Council for which the payment of the Charge is made, via the information that is displayed on their Handheld Device;

“Virtual Tickets” means a digital, electronic record of a ticket indicating the payment of the Charge referred to in Article 8 of this Order and the period in respect of which the Charge has been paid. Unlike with traditional paper tickets, with a Virtual Ticket there is nothing to physically display. A Civil Enforcement Officer is able to determine which vehicles hold a valid Virtual Ticket issued and confirmed by the Council for which the payment of the Charge is made, via the information that is displayed on their Handheld Device.

“Visitors’ Permit” means a Visitors’ Permit or Virtual Visitors’ Permit issued under the provisions of Article 42;

“Zone” means the streets and parts of streets containing Permit Parking where the Permit Identifier for such Parking Places indicates the Zone to which those Parking Places belong.

- (2) Any reference in this Order to any Enactment shall be construed as a reference to that Enactment as amended, applied, consolidated, re-enacted by or as having effect by virtue of any subsequent amendment.
- (3) For the purposes of this Order a vehicle shall be regarded as displaying a Disabled Person's Badge in the relevant position when it is so regarded for the purposes of Regulation 3 of the Local Authorities' Traffic Orders (Exemptions for Disabled Persons) (England and Wales) Regulations 2000^f.

PART II - DESIGNATION OF PARKING PLACES

4. Designation of Parking Places

- (1) The areas of highway as described in column 2 of Schedules 1, 2, 3, 4, 5, 6 and 7 are designated as Parking Places.

^f SI 2000/683

- (2) The limits of each Parking Place and the limits of each Parking Space, if marked within a Parking Place, shall be indicated on the highway in accordance with the Traffic Signs Regulations and General Directions 2016⁹

5. Number and situation of Parking Spaces

- (1) The number of Parking Spaces in each Parking Place shall not be less than the number specified in relation to that Parking Place in column 3 of Schedules 1, 2, 3, 4, 5, 6 and 7.
- (2) The number and situation of Parking Spaces in each Parking Place shall be determined by the Council.

6. Vehicles for which Parking Places are designated

- (1) Each Parking Place referred to in Schedules 1, 2, 3, 4, 5, 6 and 7 may be used subject to the provisions of this Order for the leaving during the Permitted Hours of such vehicles as are Passenger Vehicles, Goods Vehicles, Motor Cycles, or Invalid Carriages.
- (2) Subject to the provisions of this Order, a person leaving a vehicle in a Parking Place referred to in Schedule 1 during the Permitted Hours shall either:
- (a) have been granted a Virtual Ticket through the Telephone or Electronic Payment System or a Ticket Machine; or
 - (b) cause to be displayed a valid Operational Permit (All Zones) or the Permit Holder has obtained a Virtual Operational Permit (All Zones) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (c) cause to be displayed a valid Operational Permit (External) or the Permit Holder has obtained a Virtual Operational Permit (External) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device.
- (3) Subject to the provisions of this Order, a person leaving a vehicle in a Parking Place referred to in Schedule 2 during the Permitted Hours shall either:
- (a) have been granted a Virtual Ticket through the Telephone or Electronic Payment System or a Ticket Machine; or
 - (b) cause to be displayed a valid Business Permit or the Permit Holder has obtained a Virtual Business Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (c) cause to be displayed a valid Season Ticket or having been granted a Virtual Season Ticket and a record of which is accessible on a Handheld Device; or
 - (d) cause to be displayed a valid Operational Permit (All Zones) or the Permit Holder has obtained a Virtual Operational Permit (All Zones) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (e) cause to be displayed a valid Operational Permit (External) of the Permit Holder has obtained a Virtual Operational Permit (External) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device.
- (4) Subject to the provisions of this Order, a person leaving a vehicle in a Parking Place referred to in Schedule 3 during the Permitted Hours shall either:
- (a) have been granted a Virtual Ticket through the Telephone or Electronic Payment System or a Ticket Machine; or

⁹ SI.2016/362

- (b) cause to be displayed a valid Residents' Permit or the Permit Holder has obtained a Virtual Residents' Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (c) cause to be displayed a Visitors' Permit or having been granted a Virtual Visitors' Permit which exempts then from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (d) cause to be displayed a valid Season Ticket or having been granted a Virtual Season Ticket and a record of which is accessible on a Handheld Device; or
 - (e) cause to be displayed a valid Carer Permit or the Permit Holder has obtained a Virtual Carer Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (f) cause to be displayed a valid Temporary Resident Permit or the Permit Holder has obtained a Virtual Temporary Resident Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (g) cause to be displayed a valid Operational Permit (All Zones) or the Permit Holder has obtained a Virtual Operational Permit (All Zones) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (h) cause to be displayed a valid Operational Permit (External) of the Permit Holder has obtained a Virtual Operational Permit (External) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (i) cause to be displayed a valid Doctor Permit or the Permit Holder has obtained a Virtual Doctor Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld device.
- (5) Subject to the provisions of this Order, a person leaving a vehicle in a Parking Place referred to in Schedule 4 during the Permitted Hours shall either:
- (a) have been granted a Virtual Ticket through the Telephone or Electronic Payment System or a Ticket Machine; or
 - (b) cause to be displayed a valid Business Permit or the Permit Holder has obtained a Virtual Business Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (c) cause to be displayed a valid Residents' Permit or the Permit Holder has obtained a Virtual Residents' Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (d) cause to be displayed a Visitors' Permit or having been granted a Virtual Visitors' Permit which exempts then from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (e) cause to be displayed a valid Season Ticket or having been granted a Virtual Season Ticket and a record of which is accessible on a Handheld Device; or
 - (f) cause to be displayed a valid Carer Permit or the Permit Holder has obtained a Virtual Carer Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (g) cause to be displayed a valid Temporary Resident Permit or the Permit Holder has obtained a Virtual Temporary Resident Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (h) cause to be displayed a valid Operational Permit (All Zones) or the Permit Holder has obtained a Virtual Operational Permit (All Zones) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or

- (i) cause to be displayed a valid Operational Permit (External) of the Permit Holder has obtained a Virtual Operational Permit (External) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (j) cause to be displayed a valid Doctor Permit or the Permit Holder has obtained a Virtual Doctor Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld device.
- (6) Subject to the provisions of this Order, a person leaving a vehicle in a Parking Place referred to in Schedule 5 during the Permitted Hours shall either:
- (a) cause to be displayed a valid Business Permit or the Permit Holder has obtained a Virtual Business Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (b) cause to be displayed a valid Season Ticket or having been granted a Virtual Season Ticket and a record of which is accessible on a Handheld Device; or
 - (c) cause to be displayed a valid Operational Permit (All Zones) or the Permit Holder has obtained a Virtual Operational Permit (All Zones) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (d) cause to be displayed a valid Operational Permit (External) of the Permit Holder has obtained a Virtual Operational Permit (External) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device.
- (7) Subject to the provisions of this Order, a person leaving a vehicle in a Parking Place referred to in Schedule 6 during the Permitted Hours shall either:
- (a) cause to be displayed a valid Business Permit or the Permit Holder has obtained a Virtual Business Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (b) cause to be displayed a valid Residents' Permit or the Permit Holder has obtained a Virtual Residents' Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (c) cause to be displayed a Visitors' Permit or having been granted a Virtual Visitors' Permit which exempts then from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (d) cause to be displayed a valid Season Ticket or having been granted a Virtual Season Ticket and a record of which is accessible on a Handheld Device; or
 - (e) cause to be displayed a valid Carer Permit or the Permit Holder has obtained a Virtual Carer Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (f) cause to be displayed a valid Temporary Resident Permit or the Permit Holder has obtained a Virtual Temporary Resident Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (g) cause to be displayed a valid Operational Permit (All Zones) or the Permit Holder has obtained a Virtual Operational Permit (All Zones) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (h) cause to be displayed a valid Operational Permit (External) of the Permit Holder has obtained a Virtual Operational Permit (External) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (i) cause to be displayed a valid Doctor Permit or the Permit Holder has obtained a Virtual Doctor Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld device.

- (8) Subject to the provisions of this Order, a person leaving a vehicle in a Parking Place referred to in Schedule 7 during the Permitted Hours shall either:
- (a) cause to be displayed a valid Residents' Permit or the Permit Holder has obtained a Virtual Residents' Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (b) cause to be displayed a Visitors' Permit or having been granted a Virtual Visitors' Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (c) cause to be displayed a valid Carer Permit or the Permit Holder has obtained a Virtual Carer Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (d) cause to be displayed a valid Temporary Resident Permit or the Permit Holder has obtained a Virtual Temporary Resident Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (e) cause to be displayed a valid Operational Permit (All Zones) or the Permit Holder has obtained a Virtual Operational Permit (All Zones) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (f) cause to be displayed a valid Operational Permit (External) of the Permit Holder has obtained a Virtual Operational Permit (External) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (g) cause to be displayed a valid Doctor Permit or the Permit Holder has obtained a Virtual Doctor Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld device.

7. Display of Permits

- (1) At all times during which a vehicle is left in a Parking Place during the Permitted Hours and where required to do so by Article 6, the Driver shall cause either a valid Permit, a valid Season Ticket or a Visitors' Permit, issued for that vehicle, to be displayed on the front or kerb side of the vehicle so that either:
- (a) all of the particulars of the Residents' Permit referred to in Article 41(1) are clearly visible from the front or kerb side of the vehicle; or
 - (b) all of the particulars of the Business Permit referred to in Article 41(2) are clearly visible from the front or kerb side of the vehicle; or
 - (c) all of the particulars of the Visitors' Permit referred to in Article 46(1) are clearly visible from the front or kerb side of the vehicle and have been duly completed or;
 - (d) all of the particulars of the Season Ticket, Carer Permit, Temporary Resident Permit, Operational Permit (All Zones), Operational Permit (External) and Doctor Permit referred to in Articles 41(3), 41(4), 41(5) and 41(6) are clearly visible from the front or kerb side of the vehicle.
- (2) The Driver shall be exempt from displaying a valid Permit, a valid Season Ticket or a Valid Visitors' Permit as specified in Article 7(1), if the Driver has obtained a Virtual Ticket, Virtual Permit, Virtual Season Ticket or a Virtual Visitors' Permit and a record of which is accessible on a Handheld Device.

8. Charge for use of Parking Places

- (1) A Parking Charge shall be paid for the leaving of a vehicle in a Parking Place described in Schedule 1 during the Permitted Hours, such Charge being as specified in Schedule 10.

- (2) A Charge shall be paid for the leaving of a vehicle in a Parking Place described in Schedules 2, 3 and 4 during the Permitted Hours, such Charge being either:
- (a) as specified in Schedule 10; or
 - (b) a Business Permit fee as specified in Schedule 11; or
 - (c) a Residents' Permit fee as specified in Schedule 12; or
 - (d) a Visitors' Permit fee as specified in Schedule 13; or
 - (e) a Season Ticket Fee as specified in Schedule 14; or
 - (f) a Carer Permit fee as specified in Schedule 15; or
 - (g) a Temporary Resident Permit fee as specified in Schedule 16; or
 - (h) an Operational Permit (All Zones) fee as specified in Schedule 17; or
 - (i) an Operational Permit (External) fee as specified in Schedule 18; or
 - (j) a Doctor Permit fee as specified in Schedule 19.
- (3) A Charge shall be paid for the leaving of a vehicle in a Parking Place described in Schedules 5, 6 and 7 during the Permitted Hours, such Charge being either:
- (a) a Business Permit fee as specified in Schedule 11; or
 - (b) a Residents' Permit fee as specified in Schedule 12; or
 - (c) a Visitors' Permit fee as specified in Schedule 13; or
 - (d) a Season Ticket Fee as specified in Schedule 14; or
 - (e) a Carer Permit fee as specified in Schedule 15; or
 - (f) a Temporary Resident Permit fee as specified in Schedule 16; or
 - (g) an Operational Permit (All Zones) fee as specified in Schedule 17; or
 - (h) an Operational Permit (External) fee as specified in Schedule 18; or
 - (i) a Doctor Permit fee as specified in Schedule 19.
- (4) No period for a vehicle left in a Parking Place referred to in Schedules 1, 2, 3 and 4 shall exceed the allocated time as stated in the Permitted Hours.

9. Payment of Parking Charge at Parking Places

- (1) A person leaving a vehicle in a Parking Place referred to in Schedules 1, 2, 3 and 4 can obtain a Virtual Ticket by paying the Parking Charge by Payment Card as stated on the Ticket Machine, and take such steps as may be necessary to cause the Ticket Machine to issue a Virtual Ticket.
- (2) A person leaving a vehicle in a Parking Place referred to in Schedules 1, 2, 3 and 4 can use the Telephone or Electronic Payment System or other form of Cashless Payment to pay the Parking Charge, imposed by this Order, for the period they wish to park by communicating with the Service Provider.
- (3) In the case of only one of the methods of payment, as mentioned in paragraphs (1) and (2) of this Article, being available, that method shall be used for the payment of the Parking Charge.

10. Exemption from Charges

- (1) Notwithstanding the foregoing provisions of this Order, any Disabled Person's Vehicle displaying in the relevant position a Disabled Person's Badge may be left in a Parking Place if the use of that part has not been suspended.

11. Contravention

- (1) If a vehicle is left in a Parking Place at any time without complying with the provisions of this Order, then a contravention of this Order, and a Parking Contravention within Part 1 of Schedule 7 to the Traffic Management Act 2004, shall be deemed to have occurred.
- (2) Where a vehicle is left in a Parking Place without complying with the provisions of this Order, the vehicle may be removed or caused to be removed from that Parking Place as provided for by Regulations made under section 99 of the Road Traffic Regulation Act 1984.

12. Movement of a vehicle in a Parking Place in an emergency

- (1) A police constable in uniform, a traffic warden or Civil Enforcement Officer may move or cause to be moved a vehicle from/to a Parking Place in an emergency.

PART III - SUPPLEMENTARY PROVISIONS

Section 1 - General

13. Restriction on the removal of Permits

- (1) Where a Permit has been displayed on a vehicle, no person shall remove the Permit from the vehicle unless authorised to do so by the Driver.

14. Indications by Ticket Machines and Virtual Tickets

- (1) Payment of the Charge for a vehicle left in a Parking Place referred to in Schedules 1, 2, 3 and 4 shall be indicated by the issue by a Ticket Machine relating to that Parking Place of a Virtual Ticket indicating the Charge paid in respect of the period in accordance with Schedule 10, the day and date of issue, the expiry date and a record of which is accessible on a Handheld Device or available to be obtained by a Civil Enforcement Officer contacting the Service Provider.
- (2) The expiry of the period for which payment was made by the Charge for a vehicle left in a Parking Place referred to in Schedules 1, 2, 3 and 4 shall be indicated by the Virtual Ticket issued by a Ticket Machine relating to that Parking Place which is accessible on a Handheld Device, showing the day and date of issue, Charge and expiry time of the Charge, and the day so shown is not the day on which the vehicle is so left or the time shown on the clock on the said Ticket Machine is more than two minutes later than the time shown on the Virtual Ticket.

15. Indications by Ticket Machines and Virtual Tickets as evidence

- (1) If at any time while a vehicle is left in a Parking Place referred to in Schedules 1, 2, 3 and 4 during the Permitted Hours no Virtual Ticket issued by a Ticket Machine relating to that Parking Place is accessible on a Handheld Device it shall be presumed unless the contrary is proved that the Charge has not been duly paid.
- (2) If at any time while a vehicle is left in a Parking Place referred to in Schedule 1, 2, 3 and 4 during the Permitted Hours the Virtual Ticket issued by a Ticket Machine relating to that Parking Place is accessible on a Handheld Device and the clock on the Ticket Machine by

which such Virtual Ticket was issued give the indication mentioned in Article 14(2), it shall be presumed unless the contrary is proved that the Charge has been duly paid in respect of that vehicle, and that the period for which payment was made by the Charge has already expired.

- (3) Any Virtual Ticket issued by a Ticket Machine relating to a Parking Place referred to in Schedule 1, 2, 3 and 4 shall be presumed unless the contrary is proved to have been issued on the day.

16. Indications and evidence by the Telephone or Electronic Payment System

- (1) Where a vehicle has been left in a Parking Place referred to in Schedules 1, 2, 3 and 4 using the Telephone or Electronic Payment System or other form of Cashless Payment, an indication that payment has been made and the parking period for which payment has been made shall either:
 - (a) appear on a Handheld Device; or
 - (b) be obtained by a Civil Enforcement Officer contacting the Service Provider.
- (2) Without prejudice to the provisions of this Order, if at any time while a vehicle is left in a Parking Place referred to in Schedules 1, 2, 3 and 4 and no indication that a Virtual Ticket has been granted using the Telephone or Electronic Payment System or other form of Cashless Payment, or an indication that the parking period for which payment was made has expired, it shall be presumed, unless the contrary is proved, that either:
 - (a) the Parking Charge has not been duly paid in respect of that vehicle; or
 - (b) the parking period for which payment was made had already expired.

17. Interval before a vehicle may again be left in a Parking Place

- (1) Without prejudice to the provisions of Article 19, no vehicle which has left a Parking Place during the Permitted Hours, after the Charge has been incurred, shall until the expiration of one hour from the time it was taken away be left in the Parking Place again during the Permitted Hours.

18. Power to suspend the use of a Parking Place

- (1) A Civil Enforcement Officer or person duly authorised by the Council or by the Commissioner of Police of the Metropolis may suspend the use of a Parking Place or any part thereof whenever he considers such suspension reasonably necessary:
 - (a) for the purpose of facilitating the movement of traffic or promoting its safety;
 - (b) for the purpose of any building operation, demolition or excavation adjacent to the Parking Place, the maintenance, improvement or reconstruction of the highway or the cleansing of gullies in or adjacent to the Parking Place, the laying, erection, alteration or repair in or adjacent to the Parking Place of any sewer or of any main, pipe or apparatus for the supply of gas, water or electricity or any telecommunication system or the placing, maintenance or removal of any traffic sign or other street furniture;
 - (c) for the convenience of occupiers of premises adjacent to the Parking Place on any occasion of the removal of furniture to or from one office or dwelling house adjacent to the Parking Place from or to a depository, another office or dwelling house;
 - (d) on any occasion on which it is likely by reason some special attraction that any street will be thronged or obstructed; or
 - (e) for the convenience of occupiers of premises adjacent to the Parking Place at times of weddings or funerals, or on other special occasions.

- (2) A police constable in uniform or Civil Enforcement Officer may suspend for not longer than twenty four hours the use of a Parking Place or any part thereof whenever they consider suspension reasonably necessary for the purposes of facilitating the movement of traffic or promoting its safety.
- (3) A Civil Enforcement Officer, police constable or person duly authorised by the Council suspending the use of a Parking Place or any part thereof in accordance with the provisions of paragraph (1), or as the case may be, paragraph (2) of this Article shall thereupon place or cause to be placed in or adjacent to any part of that Parking Place which is suspended a traffic sign of any size, colour and type prescribed or authorised under Section 64 of the Road Traffic Regulation Act 1984 indicating that waiting by vehicles is prohibited.
- (4) No person shall cause or permit a vehicle to wait in a Parking Place during the period and location shown on a traffic sign placed in pursuance of paragraph (3) of this Article. Provided that nothing in this paragraph shall apply to:
 - (a) any vehicle being used for fire brigade, ambulance or police purposes or any vehicle which is waiting for any reason specified in Article 20(1) (c) (e) or (f); or
 - (b) anything done with the permission of the person duly authorised by the Council suspending the use of the Parking Place or part thereof in pursuance of paragraph (1) of this Article.

19. Restriction on use of a Parking Place

- (1) During the Permitted Hours no person shall use any Parking Place or any vehicle while it is in a Parking Place in connection with the sale or offering for sale of any Goods to any person in or near the Parking Place or in connection with the selling or offering for sale of their skill in handicraft or their services in any other capacity. Provided that nothing in this Article shall prevent the sale of Goods from a vehicle:
 - (a) if the Goods are immediately delivered at or taken into premises adjacent to the vehicle from which the sale effected; or
 - (b) if the vehicle is one to which provisions of Article 20(1)(i) apply.

20. Restriction on waiting by a vehicle in a Parking Place

- (1) Any vehicle may wait during the Permitted Hours anywhere in any part of a Parking Place if the use of that part has not been suspended and if the vehicle is waiting:
 - (a) for so long as is necessary to enable a person to board or alight from the vehicle and to load thereon or unload therefrom their personal luggage;
 - (b) for so long as is necessary to enable Goods to be loaded onto the vehicle from premises adjacent to the Parking Place or unloaded from the vehicle to premises adjacent to the Parking Place, provided that the vehicle is parked only for this purpose;
 - (c) for so long as is necessary for postal packets to be collected from or delivered to premises or posting boxes adjacent to the Parking Place in which the vehicle is waiting;
 - (d) whilst being used for fire brigade, ambulance or police purposes or, not being a Passenger Vehicle, is being used in the service of a local authority in pursuance of statutory powers or duties provided that in all the circumstances it is reasonably necessary in the exercise of such powers or in the performance of such duties for the vehicle to wait in the place in which it is waiting;
 - (e) the vehicle is waiting only for so long as may be necessary to enable it to be used in connection with the removal of any obstruction to traffic;

- (f) owing to the Driver being prevented from proceeding by circumstances beyond their control or to such waiting being necessary in order to avoid an accident;
 - (g) the vehicle not being a Passenger Vehicle is waiting only for so long as may be reasonably necessary to enable it to be used for any purpose specified in Article 18(1) (b);
 - (h) the vehicle is in actual use in connection with the removal of furniture to or from one office or dwelling house adjacent to the Parking Place from or to a depository, another office or dwelling house; or
 - (i) the vehicle is waiting otherwise than in a parking bay or Parking Space if Goods are being sold or offered or exposed for sale from the vehicle by a person who is licensed by the Council to sell Goods from a stationary vehicle on a pitch situated in a Parking Space.
- (2) No Charge specified in the foregoing provisions of this Order shall be payable in respect of any vehicle waiting in a Parking Place in accordance with the foregoing provisions of this Article.
- (3) Nothing in the foregoing provisions of this Order shall be taken as authorising anything which would be a contravention of any Regulations made or having effect as if made under Section 25 of the Road Traffic Regulation Act 1984.

21. Manner of waiting in a Parking Place

- (1) Every vehicle left in a Parking Place shall stand so that every part of the vehicle is wholly within the limits of any Parking Space or Parking Place where defined, except if the vehicle is waiting in a Parking Place by virtue of the provisions of Article 20(1) (c), (g), (h) or (i) where every vehicle shall stand so that every part of the vehicle is wholly within the limits of the Parking Place unless the width of the vehicle precludes compliance with this paragraph.
- (2) If the width of the vehicle does preclude compliance with paragraph (1) of this Article the vehicle waiting in the Parking Place shall stand so that the longitudinal axis of the vehicle is parallel to the edge of the carriageway and the distance between the said edge and the nearest wheel of the vehicle is not more than 300 millimetres.
- (3) Every vehicle left in a Parking Place in relation to which special provisions as to the manner of standing of a vehicle in that Parking Place is specified in column 3 of Schedules 1, 2, 3, 4, 5, 6 and 7 shall stand so that as to be in accordance with those provisions.

22. Installation and placing of traffic signs, etc

- (1) The Council shall:
- (a) cause the limits of each Parking Place to be indicated on the carriageway by placing and maintaining thereon traffic signs (road markings) of any size, colour and type prescribed or authorised under Section 64 of the Road Traffic Regulation Act 1984; and
 - (b) place and maintain in or in the vicinity of each Parking Place traffic signs of any size, colour and type prescribed or authorised under the Traffic Signs Regulations and General Directions 2016; and
 - (c) carry out such other work as is reasonably required for the purpose of the satisfactory operation of a Parking Place.

Section 2 - Permits

23. Application for and issue of Residents' Permits for the use of Parking Places

- (1) Any Resident who is the user of a vehicle that is a Passenger Vehicle, a Goods Vehicle the overall height of which does not exceed 2.28 metres and the overall length of which does not exceed 5.25 metres, a Motor Cycle or an Invalid Carriage, may apply to the Council for the issue of a Residents' Permit in respect of that vehicle and any such application shall be made on a form or electronic form issued by and obtainable from the Council and shall include the particulars, information and authentication required by such form to be supplied.
- (2) The Council may at any time require an applicant for a Residents' Permit or a Residents' Permit holder to produce to an officer of the Council such evidence in respect of an application for a Residents' Permit made to them as they may reasonably call for to verify any particulars of information given to them or in respect of any Residents' Permit issued by them as they may reasonably call for to verify that the Residents' Permit is valid. In respect of a Virtual Permit the Council can access the record of the Virtual Permit by a Handheld Device, on the Telephone or Electronic Payment System approved by the Council or approved contractor.
- (3) In receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the Charge specified in Schedule 12, the Council, upon being satisfied that the applicant is a Resident and is the user of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant therefore one Residents' Permit or Virtual Resident's Permit for the leaving during the Permitted Hours in a Parking Place referred to in Schedules 3, 4, 6 and 7 of the vehicle to which such Residents' Permit relates. Provided that, subject to the provisions of Article 24, the Council shall not issue a Residents' Permit or Virtual Resident's Permit to any Resident which would be valid during any period during which any other Residents' Permit or Virtual Resident's Permit issued to that Resident is or would be valid.
- (4) Subject to the provisions of this Order a Residents' Permit shall be valid for a period of twelve months running from the date on which the Residents' Permit first became valid.
- (5) Notwithstanding the foregoing provisions of this Order, no Permit shall be issued to a Resident of a housing unit subject to a planning consent to which has been appended an informative or a condition or which is restricted by a planning obligation made under section 106 of the Town and Country Planning Act 1990 or under section 16 of the Greater London Council (General Powers) Act 1974 indicating that such Resident will not be entitled to a Residents' Permit.
- (6) The CO2 Emissions Figure of any vehicle is that which is recorded as the engine emissions in the vehicle's registration document or registration certificate. If the registration document or certificate in respect of the vehicle for which the Permit is being issued does not contain a statement as to the CO2 Emissions Figure then the DVLA Band 7 (over 226 g/km) will apply.
- (7) Permits issued for lower DVLA Bands, whether also Diesel Vehicles or not, will always be counted first when counting the total number of Residents' Permits issued to a Household. Where Permits have previously been issued to any member of a Household then any Permits subsequently issued for lower DVLA Bands will be counted first when Permits previously issued are renewed. Higher Charges therefore apply for more than one Permit per Household.

- (8) A Residents' Permit or Virtual Residents' Permit does not guarantee a Parking Space and is only valid for the area in which it has been issued for use.

24. Refund of Charge paid and change of vehicle in respect of a Residents' Permit

- (1) A Residents' Permit holder who surrenders a Residents' Permit to the Council before it becomes valid shall be entitled to a refund of the Charge paid in respect thereof.
- (2) A Residents' Permit holder who surrenders a Residents' Permit to the Council after it has become valid shall be entitled to a refund of a part of the Charge paid. The refund will be paid less the Administration Charge as per Schedule 12 and any remaining Charge pro rata for any complete months which remain unexpired at the time when the Residents' Permit is surrendered to the Council.
- (3) On a change of vehicle where the replacement vehicle is a lower DVLA Band and the Council issues a replacement Permit the Resident shall be entitled to a refund of the Charge paid less an Administration Charge as set by the Council. The refund will be paid pro rata for any complete months which remain unexpired at the time when the change of vehicle is notified to the Council.
- (4) On a change of vehicle where the replacement vehicle is not a lower DVLA Band vehicle but is replacing a Permit due to change of vehicle, then the Resident shall be required to pay the Residents' Permit Charge and Administration Charge as specified in Schedule 12 according to the number of Residents' Permits issued to the Household.
- (5) A Residents' Permit holder who surrenders a Residents' Permit to the Council prior to 3 months before the expiry date, shall be entitled to a refund of the Charge paid less an Administration Charge specified in Schedule 12 as set by the Council.

25. Application for and issue of Business Permits for the use of Parking Places

- (1) Any Business User who is the user of a motor vehicle that is a Passenger Vehicle, a Goods Vehicle or a Motor Cycle may apply to the Council for the issue of a Business Permit in respect of that vehicle and any such application shall be made on a form or electronic form issued by and obtainable from the Council and shall include the particulars and information required by such form to be supplied.
- (2) The Council may at any time require an applicant for a Business Permit or a Business Permit holder to produce to an officer of the Council such evidence in respect of an application for a Business Permit made to them as they may reasonably call for to verify any particulars or information given to them or in respect of any Business Permit issued by them as they may reasonably call for to verify that the Business Permit is valid. In respect of a Virtual Permit the Council can access the record of the Virtual Permit by a Handheld Device, on the Telephone or Electronic Payment System approved by the Council or approved contractor.
- (3) Upon receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the Charge specified in Schedule 11, the Council upon being satisfied that the applicant is a Business User is the Owner of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant therefore one Business Permit or Virtual Business Permit for the leaving during the Permitted Hours in a Parking Space in any Parking Place referred to in Schedule 2, 4, 5 and 6 to this Order of the vehicle to which such Business Permit relates.

- (4) Subject to the provisions of this Order a Business Permit shall be valid for a period of twelve months running from the date on which the Business Permit first becomes valid.
- (5) The CO2 Emissions Figure of any vehicle is that which is recorded as the engine emissions in the vehicle's registration document or registration certificate. If the registration document or certificate in respect of the vehicle for which the Permit is being issued does not contain a statement as to the CO2 Emissions Figure then the DVLA Band 7 (over 226 g/km) will apply.
- (6) A Business Permit or Virtual Business Permit does not guarantee a Parking Space and is only valid for the area in which it has been issued for use.

26. Refund of Charge paid in respect of Business Permits

- (1) A Business Permit holder who surrenders a Business Permit to the Council before it becomes valid shall be entitled to a refund of the Charge paid in respect thereof less the Administration Charge as per Schedule 11.
- (2) A Business Permit holder who surrenders a Business Permit to the Council after it has become valid shall be entitled to a refund will be paid less the Administration Charge as per Schedule 11 and any remaining Charge pro rata for any complete months which remain unexpired at the time when the Business Permit is surrendered to the Council.
- (3) The Council may at its absolute discretion limit the number of Business Permits that are issued at any one time in respect of businesses.
- (4) On a change of vehicle where the replacement vehicle is a lower DVLA Band and the Council issues a replacement Permit the Business Permit Holder shall be entitled to a refund of the Charge paid less an Administration Charge as set by the Council. The refund will be paid pro rata for any complete months which remain unexpired at the time when the change of vehicle is notified to the Council.
- (5) On a change of vehicle where the replacement vehicle is not a lower DVLA Band vehicle but is replacing a Business Permit due to change of vehicle, then the Permit Holder shall be required to pay the Business Permit Charge as specified in Schedule 11 according to the number of Business Permits issued.

27. Application for and issue of Season Tickets for the use of Parking Places

- (1) Any person may make application to the Council for a Season Ticket or Virtual Season Ticket for a Charge to specified in Schedule 14 and that Season Ticket shall be valid in such Parking Place(s) referred to in Schedules 2, 3, 4, 5 and 6 as is specified thereon and during the period for which it is issued.
- (2) No person shall after obtaining a Season Ticket or Virtual Season Ticket, accessible on a Handheld Device on the Telephone or Electronic Payment System approved by the Council or approved contractor, alter the indication given by that Season Ticket or Virtual Season Ticket whilst the vehicle to which it relates remains in the Parking Place, or knowingly exhibit on a vehicle a Season Ticket which has been altered, defaced, mutilated, copied or added to.
- (3) A Season Ticket or Virtual Season Ticket shall only be valid for the Parking Place for which it was issued and for the vehicle or by the User in respect of which or by whom it was obtained or purchased, and shall neither be transferable to another vehicle or User nor to another Parking Place.

- (4) The issue and availability of Season Tickets and Virtual Season Tickets shall be at the discretion of the Council and on such terms as the Council may from time to time determine.
- (5) No person shall use a Season Ticket or Virtual Season Ticket otherwise than in accordance with the terms and conditions issued by the Council with the Season Ticket or Virtual Season Ticket.
- (6) A Season Ticket or Virtual Season Ticket does not guarantee a Parking Space and is only valid for the area in which it has been issued for use.

28. Refund of Charge paid in respect of Season Ticket Permits

- (1) A Season Ticket holder shall not be entitled to a refund on the Season Ticket.

29. Application for and issue of Carer Permits for the use of Parking Places

- (1) Any Resident requiring regular visits from a carer to maintain an independent life may apply to the Council for the issue of a Carer Permit for a vehicle used by a care giver that is a Passenger Vehicle, a Goods Vehicle, a Motor Cycle or an Invalid Carriage. Any such application shall be made on a form or electronic form issued by and obtainable from the Council and shall include the particulars, information and authentication required by such form to be supplied. In addition, a valid Doctor's statement must be supplied with alongside the application and checks may be carried out to verify the document.
- (2) The Council may at any time require an applicant for a Carer Permit or a Carer Permit holder to produce to an officer of the Council such evidence in respect of an application for a Carer Permit made to them as they may reasonably call for to verify any particulars of information given to them or in respect of any Carer Permit issued by them as they may reasonably call for to verify that the Carer Permit is valid. In respect of a Virtual Permit the Council can access the record of the Virtual Permit by a Handheld Device, on the Telephone or Electronic Payment System approved by the Council or approved contractor.
- (3) Upon receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the Charge specified in Schedule 15, the Council, upon being satisfied that the applicant is a Resident and the care giver is the user of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant therefore one Carer Permit or Virtual Carer Permit for the leaving during the Permitted Hours in a Parking Place referred to in Schedules 3, 4, 6 and 7 of the vehicle to which such Carer Permit relates.
- (4) Subject to the provisions of this Order a Carer Permit shall be valid for a period of twelve months running from the date on which the Carer Permit first becomes valid.
- (5) Carer Permits are not valid in private parking areas not enforced by the London Borough of Hounslow
- (6) The issue of a Permit does not guarantee a Parking Space.

30. Refund of Charge paid in respect of Carer Permits

- (1) A Carer Permit holder shall not be entitled to a refund on the Carer Permit upon surrendering that Carer Permit.

31. Application for and issue of Temporary Resident Permits for the use of Parking Places

- (1) Any Resident may apply to the Council for the issue of a Temporary Resident Permit for a Passenger Vehicle, a Goods Vehicle, a Motor Cycle or an Invalid Carriage and any such application shall be made on a form or electronic form issued by and obtainable from the Council and shall include the particulars, information and authentication required by such form to be supplied.
- (2) A Temporary Resident Permit shall only be valid for the vehicle registration number shown on the Permit or Virtual Permit.
- (3) The Council may at any time require an applicant for a Temporary Resident Permit or a Temporary Resident Permit holder to produce to an officer of the Council such evidence in respect of an application for a Temporary Resident Permit made to them as they may reasonably call for to verify any particulars of information given to them or in respect of any Temporary Resident Permit issued by them as they may reasonably call for to verify that the Temporary Resident Permit is valid. In respect of a Virtual Permit the Council can access the record of the Virtual Permit by a Handheld Device, on the Telephone or Electronic Payment System approved by the Council or approved contractor.
- (4) Upon receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the Charge specified in Schedule 16, the Council, upon being satisfied that the applicant is a Resident and is the user of the class specified in paragraph (1) of this Article, shall issue to the applicant therefore one Temporary Resident Permit or Virtual Temporary Resident Permit for the leaving during the Permitted Hours in a Parking Place referred to in Schedules 3, 4, 6 and 7 of the vehicle to which such Temporary Resident Permit relates.
- (5) Subject to the provisions of this Order a Temporary Resident Permit shall be valid for a period of one month running from the date on which the Temporary Resident Permit first became valid.
- (6) A maximum of two Temporary Resident Permits may be issued per Household per year or more as may be permitted at the discretion of the Council.
- (7) The issue of a Permit does not guarantee a Parking Space.

32. Refund of Charge paid in respect of Temporary Resident Permits

- (1) A Temporary Resident Permit holder shall not be entitled to a refund on the Temporary Resident Permit.

33. Application for and issue of Operational Permits (All Zones) for the use of Parking Places

- (1) Any Council Staff or approved contractors carrying out work for or on behalf of the Council who is the user of a Passenger Vehicle, a Goods Vehicle, a Motor Cycle or an Invalid Carriage, may apply to the Council for the issue of an Operational Permit (All Zones) and any such application shall be made on a form or electronic form issued by and obtainable from the Council and shall include the particulars, information required by such form to be supplied.
- (2) The Council may at any time require an applicant for an Operational Permit (All Zones) or an Operational Permit (All Zones) holder to produce to an officer of the Council such evidence in

respect of an application for an Operational Permit (All Zones) made to them as they may reasonably call for to verify any particulars of information given to them or in respect of any Operational Permit (All Zones) issued by them as they may reasonably call for to verify that the Operational Permit (All Zones) is valid. In respect of a Virtual Permit the Council can access the record of the Virtual Permit by a Handheld Device, on the Telephone or Electronic Payment System approved by the Council or approved contractor.

- (3) Upon receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the Charge specified in Schedule 17, the Council upon being satisfied that the applicant is carrying out work for or on behalf of the Council, and is the user of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant therefore one Operational Permit (All Zones) or Virtual Operational Permit (All Zones) for the leaving during the Permitted Hours in a Parking Place referred to in Schedules 1, 2, 3, 4, 5, 6 and 7 of the vehicle to which such Operational Permit (All Zones) relates.
- (4) Subject to the provisions of this Order an Operational Permit (All Zones) shall be valid for a period of twelve months running from the date of issue.
- (5) Operational Permits (All Zones) shall only be valid for Council staff while visiting premises, sites or customers as part of their normal duties.
- (6) An Operational Permit (All Zones) shall only be valid for the vehicle registration number shown on the Permit. The vehicle registration on the Permit can be updated via the change of Vehicle form on the parking page of the intranet, an Administration Charge will be applicable as set out in Schedule 17.
- (7) Any non-compliance of the use of the Operational Permits (All Zones) will invalidate the permit. Non-compliances include the following:
 - (a) parking in restricted areas near the Operational Permit (All Zones) holder's normal place of work.
 - (b) driving into areas with Permit access restrictions or access restricted streets.
 - (c) use outside the normal working hours of the holder, except in the course of official duties
 - (d) leisure activities, including shopping, at any time
 - (e) non-operational matters such as training
 - (f) parking in suspended bays
 - (g) in private parking areas not enforced by the London Borough of Hounslow
- (8) The issue of a Permit does not guarantee a Parking Space.

34. Refund of Charge paid in respect of Operational Permits (All Zones)

- (1) An Operational Permit (All Zones) holder who surrenders an Operational Permit (All Zones) to the Council prior to 3 months before the expiry date, shall be entitled to a refund of the Charge paid less an Administration Charge specified in Schedule 17 as set by the Council. The refund will be paid pro rata for any full/unused days which remain unexpired at the time when the Operational Permit (All Zones) is surrendered to the Council. The Administration Charge specified in Schedule 17 as set by the Council, shall also be applied to any change of Permit or re-issue.

35. Application for and issue of Operational Permits (External) for the use of Parking Places

- (1) Any Affiliate Staff who is the user of a Passenger Vehicle, a Goods Vehicle, a Motor Cycle or an Invalid Carriage, may apply to the Council for the issue of an Operational Permit (External) and any such application shall be made on a form or electronic form issued by and obtainable from the Council and shall include the particulars, information required by such form to be supplied.
- (2) The Council may at any time require an applicant for an Operational Permit (External) or an Operational Permit (External) holder to produce to an officer of the Council such evidence in respect of an application for an Operational Permit (External) made to them as they may reasonably call for to verify any particulars of information given to them or in respect of any Operational Permit (External) issued by them as they may reasonably call for to verify that the Operational Permit (External) is valid. In respect of a Virtual Permit the Council can access the record of the Virtual Permit by a Handheld Device, on the Telephone or Electronic Payment System approved by the Council or approved contractor.
- (3) Upon receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the Charge specified in Schedule 18, the Council upon being satisfied that the applicant is Affiliate Staff, and is the user of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant therefore one Operational Permit (External) or Virtual Operational Permit (External) for the leaving during the Permitted Hours in a Parking Place referred to in Schedules 1, 2, 3, 4, 5, 6 and 7 of the vehicle to which such Operational Permit (External) relates.
- (4) Subject to the provisions of this Order an Operational Permit (External) shall be valid for a period of twelve months running from the date of issue.
- (5) An Operational Permit (External) shall only be valid for the vehicle registration number shown on the Permit. The vehicle registration on the Permit can be updated via the change of Vehicle form on the Parking page of the intranet, an Administration Charge will be applicable as set out in Schedule 18.
- (6) Operational Permits (External) are not valid for:
 - (a) parking in restricted areas near the Operational Permit (External) holder's normal place of work
 - (b) driving into areas with Permit access restrictions or access restricted streets
 - (c) use outside the normal working hours of the holder, except in the course of official duties
 - (d) leisure activities, including shopping, at any time
 - (e) non-operational matters such as training
 - (f) parking in suspended bays
 - (g) in private parking areas not enforced by the London Borough of Hounslow
- (7) The issue of a Permit does not guarantee a Parking Space.

36. Refund of Charge paid in respect of Operational Permits (External)

- (1) An Operational Permit (External) holder who surrenders an Operational Permit (External) to the Council prior to 3 months before the expiry date, shall be entitled to a refund of the Charge paid less an Administration Charge specified in Schedule 18 as set by the Council.

The refund will be paid pro rata for any full/unused which remain unexpired at the time when the Operational Permit (External) is surrendered to the Council. The Administration Charge specified in Schedule 18 as set by the Council, shall also be applied to any change of Permit or re-issue.

37. Application for and issue of Doctor Permits for the use of Parking Places

- (1) Any doctor who makes home visits to a Resident who is the user of a vehicle that is a Passenger Vehicle, a Goods Vehicle, a Motor Cycle or an Invalid Carriage, may apply to the Council for the issue of a Doctor Permit in respect of that vehicle and any such application shall be made on a form or electronic form issued by and obtainable from the Council and shall include the particulars, information and authentication required by such form to be supplied.
- (2) A Doctor Permit shall only be valid for the vehicle registration number shown on the Permit or Virtual Permit.
- (3) The Council may at any time require an applicant for a Doctor Permit or a Doctor Permit holder to produce to an officer of the Council such evidence in respect of an application for a Doctor Permit made to them as they may reasonably call for to verify any particulars of information given to them or in respect of any Doctor Permit issued by them as they may reasonably call for to verify that the Doctor Permit is valid. In respect of a Virtual Permit the Council can access the record of the Virtual Permit by a Handheld Device, on the Telephone or Electronic Payment System approved by the Council or approved contractor.
- (4) Upon receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the Charge specified in Schedule 19, the Council, upon being satisfied that the applicant is a doctor who makes home visits to a Resident and is the user of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant therefore one Doctor Permit or Virtual Doctor Permit for the leaving during the Permitted Hours in a Parking Place referred to in Schedules 3, 4, 6 and 7 of the vehicle to which such Doctor Permit relates.
- (5) Subject to the provisions of this Order a Doctor Permit shall be valid for a period of twelve months running from the date on which the Doctor Permit first becomes valid.
- (6) Doctor Permits are not valid for use:
 - (a) outside the normal working hours of the Doctors Permit holder, except in the course of official duty
 - (b) during leisure activities
 - (c) on operational matters such as training
 - (d) in private parking areas not enforced by the London Borough of Hounslow
- (7) The issue of a Permit does not guarantee a Parking Space.

38. Refund of Charge paid in respect of Doctor Permits

- (1) A Doctor Permit holder who surrenders a Doctor Permit to the Council prior to 3 months before the expiry date, shall be entitled to a refund of the Charge paid less an Administration Charge specified in Schedule 19 as set by the Council. The refund will be paid pro rata for any complete months which remain unexpired at the time when the Doctor Permit is surrendered to the Council.

39. Surrender, withdrawal and validity of Permits

- (1) A Permit holder may surrender a Permit to the Council at any time and shall surrender a Permit to the Council on the occurrence of any one of the events set out in paragraph (3) of this Article or in accordance with the provisions of paragraph (5) of this Article.
- (2) The Council may, by notice in writing served on the Permit holder by sending the same by recorded delivery service or read receipt to the Permit holder at the address or email address shown by that person on the application for the Permit or at any other address believed to be that person's place of abode, withdraw a Permit if it appears to the Council that any one of the events set out in paragraph (3) (a), (b) or (d) of this Article has occurred and the Permit holder shall surrender the Permit to the Council within 48 hours of the receipt of the aforementioned notice.
- (3) The events referred to in the foregoing provisions of this Article are:
 - (a) the Permit holder ceasing to be a Resident, a Resident requiring a carer, a doctor who makes home visits, a doctor ceasing to be registered as working at the doctors practice stated within their Permit application, an Operational Permit (All Zones) holder or Operational Permit (External) holder ceasing to meet the conditions of the Permit set out in the terms and conditions or a Business User;
 - (b) the Permit holder ceasing to be the Owner of the vehicle in respect of which the Permit was issued;
 - (c) the withdrawal of such Permit by the Council under the provisions of paragraph (2) of this Article;
 - (d) the vehicle in respect of which such Permit was issued being adapted or used in such a manner that it is not a vehicle of the class specified in respect of the Parking Place;
 - (e) the issue of the duplicate Permit by the Council under the provisions of Article 40;
 - (f) the Permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article.
- (4) Without prejudice to the foregoing provisions of this Article, a Permit shall cease to be valid at the expiration of the period specified thereon or the occurrence of any one of the events set out in paragraph (3) (a), (b), (c), (d), (e) or (f) of this Article, whichever is the earlier.
- (5) Where a Permit is issued to any person upon receipt of a cheque and the cheque is subsequently dishonoured, or a card payment subsequently fails, the Permit shall cease to be of any effect and the Council shall by notice in writing served on the person to whom the Permit was issued by sending the same by recorded delivery service to them at the address shown by that person on the application for the Permit or any other address believed to be that person's place of abode, require that person to surrender the Permit to the Council within 48 hours of the receipt of the afore-mentioned notice.
- (6) All Permits remain the property of the Council, who retain the right to withdraw the Permit when not used in accordance with these terms and conditions. The Council will confirm withdrawal of the Permit by letter to the Permit Holder's address, the letter will also confirm the date from when the Permit becomes invalid.

40. Application for and issue of a duplicate Permit

- (1) If a Permit is mutilated or accidentally defaced or the figures or particulars thereon have become illegible or the colour of the Permit has become altered by fading or otherwise, the Permit holder shall either surrender it to the Council or apply to the Council for the issue to

them of a duplicate Permit and the Council upon the receipt of the Permit, shall issue a duplicate Permit so marked and upon such issue the Permit shall become valid.

- (2) If a Permit is lost or destroyed, the Permit holder may apply to the Council for the issue to them of a duplicate Permit and the Council, upon being satisfied as to the loss or destruction, shall issue a duplicate Permit, for a fee, so marked and upon such issue the Permit shall become valid.
- (3) If an Operational Permit (All Zones) or Operational Permit (External) is lost applications do not need to be authorised and should be sent directly to the Parking Office. The Administration Charge for a replacement Permit may be passed on to the staff member.
- (4) The provisions of this Order shall apply to a duplicate Permit and an application therefore as if it were a Permit or, as the case may be, an application therefor.

41. Form of Permit

- (1) A Residents' Permit shall be in writing or electronic form and shall include the following particulars:
 - (a) the registration mark of the vehicle in respect of which the Permit is issued;
 - (b) the period during which, subject to the provisions of Article 23(4), the Residents' Permit shall remain valid;
 - (c) the Zone to which the Permit applies;
 - (d) an indication that the Residents' Permit has been issued by the Council; and
 - (e) Permit type.
- (2) A Business Permit shall be in writing or electronic form and shall include the following particulars:
 - (a) the registration mark of the vehicle in respect of which the Permit has been issued or the name of the company to which the Permit has been issued;
 - (b) the period during which, subject to the provisions of Article 25(4), the Business Permit shall remain valid;
 - (c) the Zone to which the Permit applies;
 - (d) an indication that the Business Permit has been issued by the Council; and
 - (e) Permit type.
- (3) A Season Ticket and Temporary Resident Permit shall be in writing or electronic form and shall include the following particulars:
 - (a) the registration mark of the vehicle in respect of which the Permit is issued;
 - (b) the period during which, subject to the provisions of Article 27(1) and 31(5), the Permit shall remain valid;
 - (c) the Zone to which the Permit applies;
 - (d) an indication that the Permit has been issued by the Council; and
 - (e) Permit type.
- (4) A Doctor Permit shall be in writing or electronic form and shall include the following particulars:
 - (a) the registration mark of the vehicle in respect of which the Permit is issued;
 - (b) the period during which, subject to the provisions of Article 37(5), the Permit shall remain valid;

- (c) an indication that the Permit has been issued by the Council; and
 - (d) Permit type.
- (5) An Operational Permit shall be in writing or electronic form and shall include the following particular:
- (a) the period during which, subject to the provisions of Article 33(4), and 35(4), the Permit shall remain valid;
 - (b) an indication that the Permit has been issued by the Council; and
 - (c) Permit type.
- (6) A Carer Permit shall be in writing or electronic form and shall include the following particular:
- (a) the period during which, subject to the provisions of Article 29(4), the Permit shall remain valid;
 - (b) the Zone to which the Permit applies;
 - (c) an indication that the Permit has been issued by the Council; and
 - (d) Permit type.

Section 3 - Visitors' Permits

42. Application for the issue of Visitors' Permit for the use of Parking Places

- (1) Any Resident may apply to the Council for the issue of up to 10 Visitors' Permit booklets or up to 300 hours of Virtual Visitors' Permit hours for a vehicle of the class described in Article 23(1) and belonging to a person visiting that Household and any such application shall be made on a form or electronic form issued by and obtainable from the Council and shall include the particulars and information required by such form to be supplied.
- (2) The Council may at any time require an applicant for a Visitors' Permit to produce to an officer of the Council such evidence in respect of an application for such a Visitors' Permit made to them as they may reasonably call for to verify any particulars or information given to them. In respect of a Virtual Visitors' Permit the Council can access the record of the Virtual Visitors' Permit by a Handheld Device, on the Telephone or Electronic Payment System approved by the Council or approved contractor.
- (3) On receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the Charge specified in Schedule 13, the Council upon being satisfied that the applicant is a Resident, shall issue to the applicant the Visitors' Permit or Virtual Visitors' Permit.
- (4) The number of Visitors' Permits shall be restricted to a maximum of 30 Visitors' Permits per Household in any 12 month period. In the case of Virtual Visitors' Permits the maximum hours shall be restricted to 300 hours per Household in any 12 month period.

43. Refund of Charge paid in respect of a Visitors' Permit

- (1) A Householder who surrenders a Visitors' Permit to the Council before it becomes valid shall be entitled to a refund of the Charge paid.

44. Surrender, withdrawal and validity of a Visitors' Permit

- (1) A Householder may surrender a Visitors' Permit to the Council at any time and shall surrender a Visitors' Permit to the Council on the occurrence of the event set out in paragraph (3) of this Article or in accordance with the provisions of paragraph (5) of this Article.
- (2) The Council may, by notice in writing served on the Householder by sending the same by recorded delivery service to the Householder at the address shown by that person on the application for the Visitors' Permit or any other address believed to be that person's place of abode, withdraw a Visitors' Permit if it appears to the Council that the event set out in paragraph (3) (a) of this Article has occurred and the Householder shall surrender the Visitors' Permit to the Council within 48 hours of the receipt of the afore-mentioned notice.
- (3) The events referred to in the foregoing provisions of this Article are:
 - (a) the Householder ceasing to be a Resident;
 - (b) the withdrawal of such a Visitors' Permit by the Council under the provisions of paragraph (2) of this Article;
 - (c) the Visitors' Permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article.
- (4) Without prejudice to the foregoing provisions of this Article, a Visitors' Permit shall cease to be valid at the expiration of the period specified thereon or on the occurrence of any one of the events set out in paragraph (3) (a) or (b) of this Article, whichever is the earlier.
- (5) Where Visitors' Permits are issued to any person upon receipt of a cheque and the cheque is subsequently dishonoured, or a card payment subsequently fails, Visitors' Permits shall cease to be of any effect and the Council shall by notice in writing served on the person to whom the Visitors' Permits were issued by sending the same by recorded delivery service to them at the address shown by that person on the application for the Visitors' Permit or at any other address believed to be that person's place of abode, require that person to surrender the Visitors' Permit to the Council within 48 hours of the receipt of the afore-mentioned notice.
- (6) All Visitors' Permits remain the property of the Council, who retain the right to withdraw the Visitors' Permit when not used in accordance with these terms and conditions. The Council reserves the right to change the terms and conditions.

45. Application for the issue of replacement Visitors' Permit

- (1) If a Visitors' Permit is mutilated or accidentally defaced or the figures or particulars thereon have become illegible or the colour of the Visitors' Permit has become altered by fading or otherwise, the Householder shall either surrender it to the Council or apply to the Council for the issue of a replacement Visitors' Permit and the Council, upon receipt of the Visitors' Permit, shall issue a replacement Visitors' Permit.
- (2) The provisions of this Order shall apply to a replacement Visitors' Permit and an application therefor as if it were a Visitors' Permit or, as the case may be, an application therefor.

46. Form of Visitors' Permit

- (1) A Visitors' Permit shall be in writing or electronic form and shall include the following particulars:

- (a) the year;
 - (b) the month;
 - (c) the date in the month;
 - (d) the time of arrival;
 - (e) the vehicle registration mark;
 - (f) the period during which the Visitors' Permit may remain valid;
 - (g) the Zone to which the Visitors' Permit applies;
 - (h) an indication that the Visitors' Permit has been issued by the Council.
- (2) The details required by paragraph (1)(a), (1)(b), (1)(c), (1)(d) and (1)(e) shall be written in on the Visitors' Permit in ink in the spaces provided. In the case of a Virtual Visitors' Permit the details of which shall be included electronically which are accessible on a Handheld Device.

Dated this sixth day of August 2025.

A handwritten signature in black ink, appearing to read 'Sabeel Khan', written over a light blue horizontal line.

Sabeel Khan
Acting Assistant Director for Traffic, Transport, and Parking
(The Officer appointed for the purpose)

SCHEDULE 1

Parking places in respect of which a vehicle may be left during the Permitted Hours if it displays a valid Operational Permit or has been granted a valid Virtual Ticket or Virtual Operational Permit a record of which is accessible on a Handheld Device.

| No. of Parking Place | Designated Parking Place | Special manner of standing |
|----------------------------|--------------------------|----------------------------------|
| 1. | 2. | 3. |
| No items. | | |

SCHEDULE 2

Parking places in respect of which a vehicle may be left during the Permitted Hours if it displays a valid Business Permit, a valid Season Ticket or a valid Operational Permit or has been granted a valid Virtual Ticket, Virtual Business Permit, Virtual Season Ticket or Virtual Operational Permit a record of which is accessible on a Handheld Device.

| No. of Parking Place | Designated Parking Place | Special manner of standing |
|----------------------------|--------------------------|----------------------------------|
| 1. | 2. | 3. |

No items.

SCHEDULE 3

Parking places in respect of which a vehicle may be left during the Permitted Hours if it displays a valid Residents' Permit, a Valid Visitors' Permit, a valid Season Ticket, a valid Carer Permit, a valid Temporary Resident Permit, a valid Operational Permit, a valid Doctor Permit or has been granted a valid Virtual Resident's Permit, Virtual Visitors' Permit, Virtual Season Ticket, Virtual Carer Permit, Virtual Temporary Resident Permit, Virtual Operational Permit, Virtual Doctor Permit or Virtual Ticket a record of which is accessible on a Handheld Device.

| No. of Parking Place | Designated Parking Place | Special manner of standing |
|----------------------------|--------------------------|----------------------------------|
| 1. | 2. | 3. |

No items.

SCHEDULE 4

Parking places in respect of which a vehicle may be left during the Permitted Hours if it displays a valid Residents' Permit, Visitors' Permit, Business Permit, a valid Season Ticket, a valid Carer Permit, a valid Temporary Resident Permit, a valid Operational Permit, a valid Doctor Permit or has been granted a valid Virtual Resident's Permit, Virtual Visitors' Permit, Virtual Business Permit, Virtual Season Ticket, Virtual Carer Permit, Virtual Temporary Resident Permit, Virtual Operational Permit, Virtual Doctor Permit or Virtual Ticket a record of which is accessible on a Handheld Device.

In relation to a Parking Place referred to in this Schedule, the expression "Permitted hours" means the period Monday to Friday between 9am and 6pm, except Christmas Day, Good Friday or a Bank Holiday – maximum stay 4 hours.

| 1 No. of Parking Place | 2 Designated Parking Place | 3 Special manner of standing |
|---------------------------------|--|---------------------------------------|
| 1 | Amhurst Gardens, Isleworth, the north-east side, from a point 3 metres south-east of the north-western flank wall of No. 405 London Road to a point 9 metres north-west of the party wall of Nos. 1 & 3 Amhurst Gardens | 2 wheels on the footway |
| 2 | Amhurst Gardens, Isleworth, the south-west side, from a point 13 metres north-west of the north-western flank wall of No. 2 Amhurst Gardens to a point 8 metres north-west of the party wall of Nos. 2 & 4 Amhurst Gardens | 2 wheels on the footway |
| 3 | Teesdale Avenue, Isleworth, the south-west side, from a point 5 metres south-east of the south-western flank wall of No. 39 Teesdale Avenue to a point 10 metres north-west of the junction with Twickenham Road | - |
| 4 | Teesdale Avenue, Isleworth, the north-east side, from a point 10.5 metres south-east of the south-eastern flank of No. 36 Teesdale Avenue to a point 10 metres north-west of the junction with Twickenham Road | - |
| 5 | Teesdale Avenue, Isleworth, the north-east side, from the south-eastern flank wall of Nos. 1-9 Milestone Court, London Road north-westwards for a distance of 12 metres | - |

SCHEDULE 5

Parking places in respect of which a vehicle may be left during the Permitted Hours if it displays a valid Business Permit, a valid Season Ticket or a valid Operational Permit or has been granted a valid Virtual Business Permit, Virtual Season Ticket or Virtual Operational Permit a record of which is accessible on a Handheld Device.

| No. of Parking Place | Designated Parking Place | Special manner of standing |
|----------------------------|--------------------------|----------------------------------|
| 1. | 2. | 3. |

No items.

SCHEDULE 6

Parking places in respect of which a vehicle may be left during the Permitted Hours if it displays a valid Business Permit, a valid Season Ticket, a valid Carer Permit, a valid Temporary Resident Permit, a valid Operational Permit, a valid Doctor Permit or a valid Residents' Permit or a Visitors' Permit or has been granted a valid Virtual Business Permit, Virtual Season Ticket, Virtual Carer Permit, Virtual Temporary Resident Permit, Virtual Operational Permit, Virtual Doctor Permit, Virtual Resident's Permit or Virtual Visitors' Permit a record of which is accessible on a Handheld Device.

| No. of Parking Place | Designated Parking Place | Special manner of standing |
|----------------------------|--------------------------|----------------------------------|
| 1. | 2. | 3. |

No items.

SCHEDULE 7

Parking places in respect of which a vehicle may be left during the Permitted Hours if it displays a valid Residents' Permit, a valid Carer Permit, a valid Temporary Resident Permit, a valid Operational Permit, a valid Doctor Permit or a Valid Visitors' Permit or has been granted a valid Virtual Resident's Permit, Virtual Carer Permit, Virtual Temporary Resident Permit, Virtual Operational Permit, Virtual Doctor Permit or Virtual Visitors' Permit a record of which is accessible on a Handheld Device.

In relation to a Parking Place referred to in this Schedule, the expression "Permitted hours" means the period Monday to Friday between 9am and 6pm, except Christmas Day, Good Friday or a Bank Holiday.

| 1 No. of Parking Place | 2 Designated Parking Place | 3 Special manner of standing |
|---------------------------------|--|---------------------------------------|
| 1 | Alton Close, Isleworth, both sides, from a point 8 metres south-west of the junction with Amhurst Gardens to the south-western extremity of Alton Close, including the turning circle | - |
| 2 | Amhurst Gardens, Isleworth, the north side, from a point 9 metres north-west of the party wall of Nos. 1 & 3 Amhurst Gardens to a point 10.5 metres south-east of the south-eastern flank wall of No. 79 Amhurst Gardens | 2 wheels on the footway |
| 3 | Amhurst Gardens, Isleworth, the south-west side, from a point 8 metres north-west of the party wall of Nos. 2 & 4 Amhurst Gardens to a point 6 metres south-east of the common boundary of Nos. 14 & 16 Amhurst Gardens | 2 wheels on the footway |
| 4 | Amhurst Gardens, Isleworth, the south side, from a point 6 metres north-west of the common boundary of Nos. 18 & 20 Amhurst Gardens to a point 4 metres south-west of the north-western flank wall of Nos. 6-10 Chase Court, Amhurst Gardens | 2 wheels on the footway |
| 5 | Teesdale Avenue, Isleworth, the north-east side, from a point 1 metre south-east of the north-eastern flank wall of No. 2 Teesdale Avenue to a point 10.5 metres south-east of the south-eastern flank of No. 36 Teesdale Avenue | - |
| 6 | Teesdale Avenue, Isleworth, the south-west side, from the north-western flank wall of No. 1 Teesdale Avenue to a point 5 metres south-east of the south-western flank wall of No. 39 Teesdale Avenue | - |

SCHEDULE 8

Streets or parts of streets for the purpose of the definition of “business” that are within the Zone Alton Close with the Permit Identifier AC

No items.

SCHEDULE 9

Streets or parts of streets for the purpose of the definition of “Resident” that are within the Zone Alton Close with the Permit Identifier AC, all properties listed are limited to 1 Permit per property.

1. Nos. 1-15 ALTON CLOSE, ISLEWORTH, TW7 6AL
2. Nos. 2-84 (evens) AMHURST GARDENS, ISLEWORTH, TW7 6AJ
3. Nos. 1-79 (odds) AMHURST GARDENS, ISLEWORTH, TW7 6AN
4. Nos. 1-18 MILESTONE COURT, 309-315 LONDON ROAD, ISLEWORTH, TW7 5XQ
5. Nos. 1-39 TEESDALE AVENUE, ISLEWORTH, TW7 6AP
6. Nos. 1-12 TEESDALE COURT, LONDON ROAD, ISLEWORTH, TW7 5AS
7. Nos. 349-405 (odds) LONDON ROAD, ISLEWORTH, TW7 5XF

SCHEDULE 10

On-Street Payment Parking Charges

| DVLA Band (1) | Vehicle Emissions (g/km) (2) | Charges for Parking Period up to 30 minutes (3) | Charges for Parking Period up to 1 hour (4) | Charges for Parking Period up to 1 ½ hours (5) | Charges for Parking Period up to 2 hours (6) | Charges for Parking Period up to 2 ½ hours (7) | Charges for Parking Period up to 3 hours (8) | Charges for Parking Period up to 3 ½ hours (9) | Charges for Parking Period up to 4 hours (10) | Charges for Parking Period up to 4 ½ hours (11) | Charges for Parking Period up to 5 hours (12) |
|--|------------------------------|---|---|--|--|--|--|--|---|---|---|
| 1 | 0 | £0.80 | £1.60 | £2.40 | £3.20 | £4.00 | £4.80 | £5.60 | £6.40 | £7.20 | £8.00 |
| 2 | 1 to 75 | £1.20 | £2.40 | £3.60 | £4.80 | £6.00 | £7.20 | £8.40 | £9.60 | £10.80 | £12.00 |
| 3 | 76 to 100 | £1.60 | £3.20 | £4.80 | £6.40 | £8.00 | £9.60 | £11.20 | £12.80 | £14.40 | £16.00 |
| 4 | 101 to 130 | £1.70 | £3.40 | £5.10 | £6.80 | £8.50 | £10.20 | £11.90 | £13.60 | £15.30 | £17.00 |
| 5 | 131 to 170 | £1.80 | £3.60 | £5.40 | £7.20 | £9.00 | £10.80 | £12.60 | £14.40 | £16.20 | £18.00 |
| 6 | 171 to 225 | £1.90 | £3.80 | £5.70 | £7.60 | £9.50 | £11.40 | £13.30 | £15.20 | £17.10 | £19.00 |
| 7 | Over 226 | £2.00 | £4.00 | £6.00 | £8.00 | £10.00 | £12.00 | £14.00 | £16.00 | £18.00 | £20.00 |
| Additional Diesel Surcharge ¹ | | £0.20 | £0.40 | £0.60 | £0.80 | £1.00 | £1.20 | £1.40 | £1.60 | £1.80 | £2.00 |

Notes:

1) Additional Diesel Surcharge for diesel and hybrid-diesel vehicles

SCHEDULE 11

Business Permit Charges

| DVLA Band (1) | Vehicle Emissions (g/km) (2) | Passenger vehicle (3) | Goods Vehicle (4) |
|--|------------------------------|-----------------------|-------------------|
| 1 | 0 | £645.00 | £380.00 |
| 2 | 1 to 75 | £754.00 | £487.00 |
| 3 | 76 to 100 | £862.00 | £593.50 |
| 4 | 101 to 130 | £970.00 | £700.00 |
| 5 | 131 to 170 | £1,078.00 | £806.50 |
| 6 | 171 to 225 | £1,186.00 | £913.00 |
| 7 | Over 226 | £1,294.00 | £1,019.50 |
| Administration Charge for re-issue of Business Permit: £23 | | | |

SCHEDULE 12

Resident Permit Charges

| DVLA Band (1) | Vehicle Emissions (g/km) (2) | First Residents' Permit per Household (3) | Second Residents' Permit per Household (4) | Third Residents' Permit per Household (5) | Fourth Residents' Permit per Household (6) | Fifth and subsequent Residents' Permits per Household (6) |
|---|------------------------------|---|--|---|--|---|
| 1 | 0 | £60.00 | £150.00 | £245.00 | £335.00 | £425.00 |
| 2 | 1 to 75 | £70.00 | £160.00 | £255.00 | £345.00 | £435.00 |
| 3 | 76 to 100 | £80.00 | £170.00 | £265.00 | £355.00 | £445.00 |
| 4 | 101 to 130 | £90.00 | £180.00 | £275.00 | £365.00 | £455.00 |
| 5 | 131 to 170 | £100.00 | £190.00 | £285.00 | £375.00 | £465.00 |
| 6 | 171 to 225 | £120.00 | £210.00 | £305.00 | £395.00 | £485.00 |
| 7 | Over 226 | £140.00 | £230.00 | £325.00 | £405.00 | £505.00 |
| Additional Diesel Surcharge ¹ | | £75.00 | £75.00 | £75.00 | £75.00 | £75.00 |
| Administration Charge for change of vehicle/replacement/refund: £23 | | | | | | |

Notes:

1) Additional Diesel Surcharge for diesel and hybrid-diesel vehicles

SCHEDULE 13

Visitors' Permit Charges

| | Charge |
|------------------|---|
| Visitors' Permit | £25.50 (per book of 30 Cards) OR £25.50 (per 30 hours) |

SCHEDULE 14

Season Ticket Charges

| Season Tickets Monday to Sunday | | | | |
|--|------------------------------------|-----------------|-----------------|---------------|
| DVLA Band (1) | Vehicle Emissions (g/km) (2) | 3 Months (3) | 6 Months (4) | Annual (5) |
| 1 | 0 | £339.00 | £666.50 | £1,310.00 |
| 2 | 1 to 75 | £354.00 | £696.50 | £1,370.00 |
| 3 | 76 to 100 | £369.00 | £725.60 | £1,430.00 |
| 4 | 101 to 130 | £384.00 | £756.50 | £1,490.00 |
| 5 | 131 to 170 | £404.00 | £796.50 | £1,570.00 |
| 6 | 171 to 225 | £424.00 | £836.50 | £1,650.00 |
| 7 | Over 226 | £444.00 | £876.50 | £1,730.00 |
| Additional Diesel Surcharge ¹ | | £18.75 | £37.50 | £75.00 |
| Multi-Vehicle Permit ² | | £424.00 | £836.50 | £1,650.00 |
| Administration Charge for re-issue of Season Ticket: £23 | | | | |

Notes:

- 1) Additional Diesel Surcharge for diesel and hybrid-diesel vehicles
- 2) Charge for Season Tickets for multiple vehicles

SCHEDULE 15

Carer Permit Charges

| 1. Type of Permit | 2. Period of validity | 3. Charges |
|--|-----------------------|------------|
| Carer Permits – CPZ (Single Zone) Specific | Annual | £0.00 |

SCHEDULE 16

Temporary Resident Permit Charges

| 1. Type of Permit | 2. Period of validity | 3. Charges |
|---------------------------|-----------------------|------------|
| Temporary Resident Permit | 1 Month | £41.25 |

SCHEDULE 17
Operational Permit (All Zones) Charges

| 1. Type of Permit | 2. Period of validity | 3. Charges |
|--|-----------------------|------------|
| Operational Permits – All Zones | Annual | £163.75 |
| Administration Charge for change of vehicle/replacement/refund | n/a | £23 |

SCHEDULE 18
Operational Permit (External) Charges

| 1. Type of Permit | 2. Period of validity | 3. Charges |
|--|-----------------------|------------|
| Operational Permits – External | Annual | £310.50 |
| Administration Charge for change of vehicle/replacement/refund | n/a | £23 |

SCHEDULE 19
Doctor Permit Charges

| 1. Type of Permit | 2. Period of validity | 3. Charges |
|--|-----------------------|------------|
| Doctor Permits | Annual | £381.00 |
| Administration Charge for change of vehicle/replacement/refund | n/a | £23 |

EXPLANATORY NOTE

(This note is not part of the Order, but is intended to indicate its general purport)

This Order introduces a controlled parking zone operating between 9am and 6pm Monday to Friday which designates parking places in certain lengths of street in Amhurst Gardens, Alton Close, and Teesdale, Isleworth in the London Borough of Hounslow at which vehicles displaying a valid residents permit, valid residents visitors parking card, carers permit, temporary residents permit, operational permit (all zones), operational permit (external) or doctors permit issued by the Council of the London Borough of Hounslow may be left.



Proposed Controlled Parking Zone - Alton Close, Isleworth

STATEMENT OF REASONS

Following informal consultation with residents, the council are proposing to introduce a controlled parking zone (CPZ) in Alton Close, Amhurst Gardens and Teesdale Avenue, Isleworth.

The objective of the proposal is to improve parking provisions for residents of the roads by removing 'all-day' non-residential parking.

If introduced, the CPZ will operate between Monday-Friday, 9am-6pm. The CPZ will incorporate resident only 'permit parking area' (sections of road indicated by entry and exit signs), sections of 'shared use' (permit holders and 'pay to park') parking bays and waiting restrictions.

Any unresolved objections will be reported to the Acting Assistant Director of Transport & Parking who, in consultation with local ward councillors, will determine whether the proposed changes should be introduced or otherwise.



Proposed Controlled Parking Zones – Alton Close, Isleworth

A. The London Borough of Hounslow (Waiting and Loading Restriction) (Amendment No.)** Order 20**

B. The London Borough of Hounslow (Alton Close) (Parking Places) Order 20**

1. NOTICE IS HEREBY GIVEN that The London Borough of Hounslow proposes to make the above-mentioned Orders under sections 6, 49, 51 and 124 of and Part IV of Schedule 9 to the Road Traffic Regulation Act 1984, as amended.
2. The general effect of the Order would be to:
 - (a) Introduce a controlled parking zone (CPZ) in Alton Close, Amhurst Gardens, and Teesdale Avenue, Isleworth which would operate Monday to Friday between 9am and 6pm. The CPZ would consist of:
 - (i) Resident only parking bays in Alton Close, Amhurst Gardens, and Teesdale Avenue. Vehicles would be able to park in these bays if they display a valid permit during the operational hours without limit;
 - (ii) Resident and Pay and Display parking bays in Amhurst Gardens, and Teesdale Avenue. Vehicles would be able to park in these bays if they display a valid permit or valid ticket during the operational hours with a maximum stay of 4 hours; &
 - (iii) 'At any time' waiting restrictions at road junctions and other strategic locations where parking is deemed to be obstructive or unsafe and where these restrictions are not already in place.
 - (b) Extend the existing 'at any time' waiting restrictions at the following location:
 - (i) Amhurst Gardens, Isleworth, Hounslow, south-west side, from the junction with London Road to a point 13 metres north-west of the north-western flank wall of No. 2 Amhurst Gardens.
3. Permit fees would be as detailed in the Schedule to this Notice.
4. Documents giving further information of the proposed Orders can be viewed for a period of 21 days from the date of this Notice online at hounslow.gov.uk by typing in the term "traffic notices" in the search bar and at Hounslow Library, Hounslow House First Floor, 7 Bath Road, TW3 3EB or at The Reception of Hounslow House, Ground Floor, 7 Bath Road, TW3 3EB on Mondays and Thursdays between 9.30am and 8pm, Tuesdays, Wednesdays, Fridays and Saturdays between 9.30am and 5.30pm or on Sundays between 11.30am and 4.00pm.
4. Any person wishing to object to the proposed Orders should send a statement in writing stating the grounds of their objection to the Acting Assistant Director for Traffic, Transport and Parking, Hounslow House, 7 Bath Road, Hounslow, Middlesex TW3 3EB or via email to trafficorders@hounslow.gov.uk quoting the reference TMO/P023/25, to be received no later than 27 June 2025.

Dated: 6 June 2025

Sabeel Khan
Acting Assistant Director for Traffic, Transport & Parking
(The Officer appointed for the purpose)

SCHEDULE

Resident Permit Charges

| DVLA Band (1) | Vehicle Emissions (g/km) (2) | First Residents' Permit per Household (3) | Second Residents' Permit per Household (4) | Third Residents' Permit per Household (5) | Fourth Residents' Permit per Household (6) | Fifth and subsequent Residents' Permits per Household (6) |
|--|------------------------------|---|--|---|--|---|
| 1 | 0 | £60.00 | £150.00 | £245.00 | £335.00 | £425.00 |
| 2 | 1 to 75 | £70.00 | £160.00 | £255.00 | £345.00 | £435.00 |
| 3 | 76 to 100 | £80.00 | £170.00 | £265.00 | £355.00 | £445.00 |
| 4 | 101 to 130 | £90.00 | £180.00 | £275.00 | £365.00 | £455.00 |
| 5 | 131 to 170 | £100.00 | £190.00 | £285.00 | £375.00 | £465.00 |
| 6 | 171 to 225 | £120.00 | £210.00 | £305.00 | £395.00 | £485.00 |
| 7 | Over 226 | £140.00 | £230.00 | £325.00 | £405.00 | £505.00 |
| Additional Diesel Surcharge ¹ | | £75.00 | £75.00 | £75.00 | £75.00 | £75.00 |
| Administration Charge for change of vehicle/replacement/refund: £24.50 | | | | | | |

Notes:

1) Additional Diesel Surcharge for diesel and hybrid-diesel vehicles

Residents' Visitors Parking Card Charges

| | Charge |
|----------------------------------|---|
| Residents' visitors parking card | £27.20 (per book of 30 Cards) OR £27.20 (per 30 hours) |

Carer Permit Charges

| 1. Type of Permit | 2. Period of validity | 3. Charges |
|--|-----------------------|------------|
| Carer Permits – CPZ (Single Zone) Specific | Annual | £0.00 |

Temporary Resident Permit Charges

| 1. Type of Permit | 2. Period of validity | 3. Charges |
|---------------------------|-----------------------|------------|
| Temporary Resident Permit | 1 Month | £44.00 |

Operational Permit (All Zones) Charges

| 1. Type of Permit | 2. Period of validity | 3. Charges |
|--|-----------------------|------------|
| Operational Permits – All Zones | Annual | £172.00 |
| Administration Charge for change of vehicle/replacement/refund | n/a | £24.50 |

Operational Permit (External) Charges

| 1. Type of Permit | 2. Period of validity | 3. Charges |
|--|-----------------------|------------|
| Operational Permits – External | Annual | £326.00 |
| Administration Charge for change of vehicle/replacement/refund | n/a | £24.50 |

Doctor Permit Charges

| 1. Type of Permit | 2. Period of validity | 3. Charges |
|--|-----------------------|------------|
| Doctor Permits | Annual | £399.00 |
| Administration Charge for change of vehicle/replacement/refund | n/a | £24.50 |

Traffic Management Order

20** No.**

The London Borough of Hounslow (Waiting and Loading Restriction) (Amendment No.**)
Order 20**

Made on ** ***** 20**

Coming into operation on 20 October 2025

The Council of the London Borough of Hounslow, after consulting the Commissioner of Police of the Metropolis, in exercise of the powers conferred by sections 6 and 124 to the Road Traffic Regulation Act 1984^a as amended, and of all other enabling powers hereby make the following Order:

Citation and Commencement

1. This Order shall come into operation on 20 October 2025 and may be cited as The London Borough of Hounslow (Waiting and Loading Restriction) (Amendment No.**)
Order 20**

Interpretation

2. (1) In this Order the “Order of 2008” means The London Borough of Hounslow (Waiting and Loading Restriction) (Civil Enforcement Area) Order 2008^b.
(2) Unless the context otherwise requires, any expression used in this Order which is also used in the Order of 2008 shall have the same meaning as in that Order.
(3) Any reference in this Order to any enactment shall be construed as a reference to that enactment as amended, applied, consolidated, re-enacted by or as having effect by virtue of any subsequent enactment.

Revocation and/or Substitution and/or Addition of Prohibition and/or Restriction

3. Without prejudice to the validity of anything done or to any liability incurred in respect of any act or omission before the coming into operation of this Order, the Order of 2008 shall have effect as though:
 - a) the items numbered 538, 834 and 979 in Schedule 1 to that Order are substituted with the items similarly numbered and set out in Schedule 1 to this Order.

Dated this ***** day of ***** 20**

Sabeel Khan
Acting Assistant Director for Traffic, Transport & Parking
(The Officer appointed for the purpose)

^a 1984 c. 27

^b LBH 2008/24

SCHEDULE 1

| 1 Item Number | - | 3 Street | 4 Prescribed hours - see Schedule 3 |
|---------------------|-----|--|--|
| 538 | ai | Teesdale Avenue, Isleworth, Hounslow, both side, from the junction with Twickenham Road northwards for a distance of 10 metres | A |
| | bi | Teesdale Avenue, Isleworth, Hounslow, south-west side, from a point 5 metres north-west of the north-western flank wall of Nos. 1-9 Milestone Court, London Road to the north-western flank wall of No. 1 Teesdale Avenue | A |
| | ci | Teesdale Avenue, Isleworth, Hounslow, north-east side, from the south-eastern flank wall of Nos. 1-9 Milestone Court, London Road to a point 1 metre south-east of the north-eastern flank wall of No. 2 Teesdale Avenue | A |
| 834 | ai | Amhurst Gardens, Isleworth, Hounslow, both side, from the junction with Twickenham Road north-westwards for a distance of 15 metres | A |
| | bi | Amhurst Gardens, Isleworth, Hounslow, north-east side, from the junction with London Road to a point 3 metres south-east of the north-western flank wall of No. 405 London Road | A |
| | ci | Amhurst Gardens, Isleworth, Hounslow, south-west side, from the junction with London Road to a point 13 metres north-west of the north-western flank wall of No. 2 Amhurst Gardens | A |
| | cii | Amhurst Gardens, Isleworth, Hounslow, south-west side, from a point 6 metres south-east of the common boundary of Nos. 14 & 16 Amhurst Gardens to a point 6 metres north-west of the common boundary of Nos. 18 & 20 Amhurst Gardens | A |
| 979 | ai | Alton Close, Isleworth, Hounslow, both side, from the junction with Amhurst Gardens south-westwards for a distance of 8 metres | A |

EXPLANATORY NOTE

(This note is not part of the Order, but is intended to indicate its general purport)

This Order further amends The London Borough of Hounslow (Waiting and Loading Restriction) (Civil Enforcement Area) Order 2008 by amending waiting restrictions in Alton Close, Amhurst Gardens, and Teesdale Avenue, Isleworth.

Traffic Management Order

2025 No. **

The London Borough of Hounslow (Parking Places) (Alton Close) Order 20**

Made on ** ***** 20**

Coming into operation on 20 October 2025

ARRANGEMENT OF ARTICLES

| PART I - PRELIMINARY | Article |
|--|---------|
| Citation and Commencement | 1 |
| Revocations | 2 |
| Interpretation | 3 |
| PART II - DESIGNATION OF PARKING PLACES | Article |
| Designation of Parking Places | 4 |
| Number and situation of Parking Spaces | 5 |
| Vehicles for which Parking Places are designated | 6 |
| Display of Permits | 7 |
| Charge for use of Parking Places | 8 |
| Payment of the Charge at Parking Places | 9 |
| Exemption from Charges | 10 |
| Contravention | 11 |
| Movement of a vehicle in a Parking Place in an emergency | 12 |
| PART III - SUPPLEMENTARY PROVISIONS | |
| Section 1 – General | Article |
| Restriction on the removal of Permits | 13 |
| Indications by Ticket Machine and Virtual Tickets | 14 |

| | |
|--|----------------|
| Indications by Ticket Machine and Virtual Tickets as evidence | 15 |
| Indications and evidence by the Telephone or Electronic Payment System | 16 |
| Interval before a vehicle may again be left in a Parking Place | 17 |
| Power to suspend the use of a Parking Place | 18 |
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| Manner of waiting in a Parking Place | 21 |
| Installation and placing of traffic signs, etc | 22 |
| Section 2 – Permits | Article |
| Application for and issue of Residents' Permits for the use of Parking Places | 23 |
| Refund of Charge paid and change of vehicle in respect of Residents' Permit | 24 |
| Application for and issue of Business Permits for the use of Parking Places | 25 |
| Refund of Charge in respect of Business Permits | 26 |
| Application for and issue of Season Tickets for the use of Parking Places | 27 |
| Refund of Charge paid in respect of Season Ticket Permits | 28 |
| Application for and issue of Carer Permits for the use of Parking Places | 29 |
| Refund of Charge paid in respect of Carer Permits | 30 |
| Application for and issue of Temporary Resident Permits for the use of Parking Places | 31 |
| Refund of Charge paid in respect of Temporary Resident Permits | 32 |
| Application for and issue of Operational Permits (All Zones) for the use of Parking Places | 33 |
| Refund of Charge paid in respect of Operational Permits (All Zones) | 34 |
| Application for and issue of Operational Permits (External) for the use of Parking Places | 35 |
| Refund of Charge paid in respect of Operational Permits (External) | 36 |
| Application for and issue of Doctor Permits for the use of Parking Places | 37 |
| Refund of Charge paid in respect of Doctor Permits | 38 |

| | |
|---|----------------|
| Surrender, withdrawal and validity of Permits | 39 |
| Application for and issue of a duplicate Permit | 40 |
| Form of Permit | 41 |
| Section 3 - Visitors' Permit | Article |
| Application for the issue of Visitors' Permit for the use of Parking Places | 42 |
| Refund of Charge paid in respect of a Visitors' Permit | 43 |
| Surrender, withdrawal and validity of Visitors' Permit | 44 |
| Application for the issue of replacement Visitors' Permits | 45 |
| Form of Visitors' Permit | 46 |

SCHEDULES

Schedule 1 – Payment Parking and Operational Permit Parking Places

Schedule 2 – Payment Parking, Business Permit, Season Ticket and Operational Permit Parking Places

Schedule 3 – Payment Parking, Resident Permit and Visitors' Permit, Season Ticket, Carer Permit, Temporary Resident Permit, Operational Permit and Doctor Permit Parking Places

Schedule 4 – Payment Parking, Business Permit, Resident Permit and Visitors' Permit, Season Ticket, Carer Permit, Temporary Resident Permit, Operational Permit and Doctor Permit Parking Places Parking Places

Schedule 5 – Business Permit, Season Ticket and Operational Permit Parking Places

Schedule 6 – Business Permit, Resident Permit and Visitors' Permit, Season Ticket, Carer Permit, Temporary Resident Permit, Operational Permit and Doctor Permit Parking Places

Schedule 7 – Resident Permit and Visitors' Permit, Carer Permit, Temporary Resident Permit, Operational Permit and Doctor Permit Parking Places

Schedule 8 – Streets or parts of streets for the purpose of the definition of business that are within the Zone Alton Close with the Permit Identifier AC

Schedule 9 – Streets or parts of streets for the purpose of the definition of Resident that are within the Zone Alton Close with the Permit Identifier AC

Schedule 10 – On-Street Payment Parking Charges

Schedule 11 – Business Permit Charges

Schedule 12 – Resident Permit Charges

Schedule 13 – Visitors' Permit Charges

Schedule 14 – Season Ticket Charges

Schedule 15 – Carer Permit Charges

Schedule 16 – Temporary Resident Permit Charges

Schedule 17 – Operational Permit (All Zones) Charges

Schedule 18 – Operational Permit (External) Charges

Schedule 19 – Doctor Permit Charges

The Council of the London Borough of Hounslow, having consulted the Commissioner of Police of the Metropolis, in exercise of the powers conferred by sections 45, 46, 49 and 51 and 124 and of Part III and Part IV of Schedule 9 to the Road Traffic Regulation Act 1984^a as amended and the Traffic Management Act 2004^b and of all other enabling powers hereby make the following Order:

^a 1984 c.27

^b 2004 c.18

PART I – PRELIMINARY

1. Citation and Commencement

- (1) This Order may be cited as The London Borough of Hounslow (Parking Places) (Alton Close) Order 2025 and shall come into operation for all purposes on 20 October 2025.

2. Revocations

- (1) Without prejudice to the validity of anything done or to any liability incurred in respect of any act or omission before the coming into operation of this Order the following Orders are hereby revoked:
None.

3. Interpretation

- (1) In this Order, except where the context otherwise requires, the following expressions have the meanings hereby respectively assigned to them:

“Administration Charge” means the Charge listed in the Schedules to this Order which applies for the change of vehicle, replacement or refund of a Permit or Season Ticket;

“Affiliate Staff” means any staff working for companies and organisations who are recognised affiliates of the London Borough of Hounslow, working on their behalf and approved for an Operational Permit (External);

“Business Permit” means a Business Permit issued under the provisions of Article 25;

“Business User” means a person who occupies premises the postal address of which is in any street or part of street described in Schedule 8 and who uses such premises for non-Residential purposes;

“CO2 Emissions Figure” has the same meaning as in Schedule 1 of the Vehicle Excise and Registration Act 1994, as amended. For the avoidance of doubt, this is intended to have the same meaning as that used by DVLA for the purpose of vehicle excise duty at the time when this order was made. If there should be any future amendment to the meaning as used by DVLA, such amendment will not, of itself, be binding on the Council for the purposes of this order;

“Carer Permit” means a Permit issued under the provisions of Article 29 of this Order;

“Cashless Payment” means a method of payment whereby the Charge (and any appropriate Service Charge) is collected by the Service Provider, via an arranged account, with payment being made over the Telephone or Electronic Payment System (including via the internet) by Payment Card or other means of secure authorised payment to allow vehicles to be parked for the period of time for which payment has been made;

“Charge” means the Charge for a Permit, Season Ticket, Residents’ Visitors’ Permit or Payment Parking Place and specified in the Schedules to this Order (or amended by ‘notice’);

“Civil Enforcement Officer” has the same meaning as in the Traffic Management Act 2004;

"Council" means the Council of the London Borough of Hounslow;

"Council Staff" means members of staff employed at the Council;

"Diesel Vehicle" means a vehicle in which the motive power is wholly or partially derived directly or indirectly from a compression ignition engine;

"Disabled Person" and "Disabled Person's Badge" have the same meanings as in The Disabled Persons (Badges for Motor Vehicles) (England) Regulations 2000^c;

"Disabled Person's Vehicle" means a vehicle lawfully displaying a Disabled Person's Badge;

"Doctor Permit" means a Permit issued under the provisions of Article 37 of this Order;

"Driver" in relation to a vehicle waiting in a Parking Place means the person driving the vehicle at the time it was left in the Parking Place;

"DVLA Band" means the banding of vehicles based on CO2 Emissions Figures generated (g/km) as set by the Driver and Vehicle Licensing Agency;

"Enactment" means any Enactment, whether public, general or local, and includes any order, byelaw, rule, regulation, scheme or other instrument having effect by virtue of an Enactment;

"Goods" means Goods of any kind whether animate or inanimate and includes postal packets of any description; and "delivering" and "collecting" in relation to any Goods includes a reasonable amount of time checking the Goods for the purpose of their delivery or collection;

"Goods Vehicle" means a motor vehicle constructed or adapted for use for the carriage of Goods or burden of any description and not drawing a trailer;

"Handheld Device" means a wireless handheld computer (including mobile phone) used by a Civil Enforcement Officer whilst carrying out duties which is programmed to interface with the Telephone or Electronic Payment System operator;

"Household" means either one person living alone or a group of people living or staying at the same address sharing a kitchen or bathroom or other common amenity;

"Location Identification Number" means the unique number assigned to the Parking Place where the telephone payment parking system is operational;

"Motor Cycle and Invalid Carriage" have the same meaning respectively as in Section 136 of the Road Traffic Regulation Act 1984;

"Operational Permit (All Zones)" means a Permit issued under the provisions of Article 33 of this Order;

"Operational Permit (External)" means a Permit issued under the provisions of Article 35 of this Order;

^c SI. 2000/682

"Owner", has the same meaning as in the Traffic Management Act 2004^d;

"Parking Charge" means that a vehicle has parked during the hours of operation and is due to pay a charge for parking, unless they are an exempt vehicle;

"Parking Contravention" has the meaning as assigned to it in Part 1 of Schedule 7 of the Traffic Management Act 2004;

"Parking Place" means any area on a highway designated as such by this Order;

"Parking Space" means a space in a Parking Place referred to in Schedules 1, 2, 3, 4, 5, 6 and 7 which is provided for the leaving of vehicles;

"Passenger Vehicle" means a motor vehicle (other than a Motor Cycle or Invalid Carriage) constructed or adapted for the carriage of not more than eight passengers (exclusive of the Driver) and their effects and not drawing a trailer;

"Payment Card" means a debit/credit card, PayPoint or any other accepted form of electronic payment system, that can be used by a person and accepted as a means of making a payment for a Permit, Visitors' Permit, Season Ticket, Virtual Permit, Virtual Visitors' Permit, Virtual Season Tickets or Virtual Tickets;

"Payment Parking Place" means a Parking Place to which a payment for parking applies on leaving a Vehicle in that Parking Place designated as such by this Order and where payment of the Parking Charge is made by means of a Ticket Machine or a Cashless Payment system;

"Penalty Charge" means an amount set by the London Council's Transport and Environment Committee under the provisions of The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022^e;

"Penalty Charge Notice (PCN)" means a notice issued or served by a Civil Enforcement Officer to the provisions of The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022;

"Penalty Charge and Reduced Penalty Charge" means an amount set by the London Council's Transport and Environment Committee under the provisions of Part 6 of the Traffic Management Act 2004 and with the approval of the Secretary of State for Transport which unless contested, is to be paid to the Council within 28 days beginning with the date on which the alleged contravention occurred, or in 14 days in the case of a Reduced Penalty Charge, from the date of issue of the Penalty Charge notice;

"Permit" means a Permit or Virtual Permit of the type described within this Order and issued by the Council for which the payment of the Charge is made;

"Permit Holder" means a person or organisation to whom a Permit or Virtual Permit has been issued under the provisions of this Order;

^d 2004 c. 18

^e SI.2022/71

“Permit Identifier” means any symbol, logo, letter, numeral or name (or any combination of such), specified in Schedules 8 and 9 applicable to the Permit Parking Places specified in Schedules 2, 3, 4, 5, 6 and 7 and used on Permits, Visitors’ Permits, Season Tickets or Virtual Permits, Virtual Visitors’ Permits and Virtual Season Tickets to identify the Permit Parking Places for which they are valid and on Handheld Devices and on signs at relevant Parking Places;

“Permitted Hours”, in relation to a Parking Place, means the period specified at the beginning of the Schedule relating to that Parking Place;

“Resident” means a person whose usual place of abode is at the premises the postal address of which is in any street or part of a street described in Schedule 9;

“Residents’ Permit” means a Permit issued under the provisions of Article 23;

“Residents’ Permit Holder” means a person to whom a Residents’ Permit has been issued under the provisions of Article 23;

“Season Ticket” means a Season Ticket or Virtual Season Ticket issued under the provisions of Article 27 of this Order;

“Service Provider” means a contractor authorised by the Council to accept payment of the Charge for a Permit, Visitors’ Permit, Season Ticket or Virtual Ticket, on its behalf and to keep a record of that payment and the Vehicle, Parking Place or Parking Area and the parking period in respect of which payment has been made using the Telephone or Electronic Payment System;

“Service Charge” means any Charge which may be payable to the Service Provider (in addition to the Parking Charge in accordance with the provisions of Article 8) for vehicles using the telephone payment parking system;

“Schedule” means a Schedule to this Order;

“Telephone or Electronic Payment System” means an electronic system, using a telephone connection, text messaging, mobile application, web application or other electronic application set up and maintained by the Service Provider;

“Temporary Resident Permit” means a Permit issued under the provisions of Article 31 of this Order;

“Ticket Machine” (where applicable) means a type of parking meter as defined in regulation 46(2) (a) (i) of the Road Traffic Regulation Act 1984 for the purposes of this Order being apparatus designed to indicate the time and to issue Virtual Tickets indicating the payment of the Charge referred to in Article 8 of this Order and the period in respect of which the Charge has been paid;

“Valid Visitors’ Permit” means a Visitors’ Permit validated by entering the following indications:

- (a) the registration mark of the vehicle;
- (b) the month and the date in the month; and
- (c) the time of arrival for each entry.

“Vehicle Emissions (g/km)” means the amount, in grams, of carbon dioxide emissions a vehicle generates per kilometre driven;

“Virtual Permit” means a digital, electronic record of a Permit. Unlike with a traditional paper Permit, with a Virtual Permit there is nothing to physically display. A Civil Enforcement Officer is able to determine which vehicles hold a valid Permit issued by the Council for which the payment of the Charge is made, via the information that is displayed on their Handheld Device;

“Virtual Visitors’ Permit” means a digital, electronic record of a Visitors’ Permit. Unlike with a traditional paper Visitors’ Permits, with a Virtual Visitors’ Permit there is nothing to physically display. A Civil Enforcement Officer is able to determine which vehicles hold a valid Virtual Visitors’ Permit issued and confirmed by the Council for which the payment of the Charge is made, via the information that is displayed on their Handheld Device;

“Virtual Season Ticket” means a digital, electronic record of a Season Ticket. Unlike with a traditional paper Season Tickets, with a Virtual Season Ticket there is nothing to physically display. A Civil Enforcement Officer is able to determine which vehicles hold a valid Virtual “Season Ticket” issued and confirmed by the Council for which the payment of the Charge is made, via the information that is displayed on their Handheld Device;

“Virtual Tickets” means a digital, electronic record of a ticket indicating the payment of the Charge referred to in Article 8 of this Order and the period in respect of which the Charge has been paid. Unlike with traditional paper tickets, with a Virtual Ticket there is nothing to physically display. A Civil Enforcement Officer is able to determine which vehicles hold a valid Virtual Ticket issued and confirmed by the Council for which the payment of the Charge is made, via the information that is displayed on their Handheld Device.

“Visitors’ Permit” means a Visitors’ Permit or Virtual Visitors’ Permit issued under the provisions of Article 42;

“Zone” means the streets and parts of streets containing Permit Parking where the Permit Identifier for such Parking Places indicates the Zone to which those Parking Places belong.

- (2) Any reference in this Order to any Enactment shall be construed as a reference to that Enactment as amended, applied, consolidated, re-enacted by or as having effect by virtue of any subsequent amendment.
- (3) For the purposes of this Order a vehicle shall be regarded as displaying a Disabled Person's Badge in the relevant position when it is so regarded for the purposes of Regulation 3 of the Local Authorities' Traffic Orders (Exemptions for Disabled Persons) (England and Wales) Regulations 2000^f.

PART II - DESIGNATION OF PARKING PLACES

4. Designation of Parking Places

- (1) The areas of highway as described in column 2 of Schedules 1, 2, 3, 4, 5, 6 and 7 are designated as Parking Places.

^f SI 2000/683

- (2) The limits of each Parking Place and the limits of each Parking Space, if marked within a Parking Place, shall be indicated on the highway in accordance with the Traffic Signs Regulations and General Directions 2016⁹

5. Number and situation of Parking Spaces

- (1) The number of Parking Spaces in each Parking Place shall not be less than the number specified in relation to that Parking Place in column 3 of Schedules 1, 2, 3, 4, 5, 6 and 7.
- (2) The number and situation of Parking Spaces in each Parking Place shall be determined by the Council.

6. Vehicles for which Parking Places are designated

- (1) Each Parking Place referred to in Schedules 1, 2, 3, 4, 5, 6 and 7 may be used subject to the provisions of this Order for the leaving during the Permitted Hours of such vehicles as are Passenger Vehicles, Goods Vehicles, Motor Cycles, or Invalid Carriages.
- (2) Subject to the provisions of this Order, a person leaving a vehicle in a Parking Place referred to in Schedule 1 during the Permitted Hours shall either:
 - (a) have been granted a Virtual Ticket through the Telephone or Electronic Payment System or a Ticket Machine; or
 - (b) cause to be displayed a valid Operational Permit (All Zones) or the Permit Holder has obtained a Virtual Operational Permit (All Zones) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (c) cause to be displayed a valid Operational Permit (External) or the Permit Holder has obtained a Virtual Operational Permit (External) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device.
- (3) Subject to the provisions of this Order, a person leaving a vehicle in a Parking Place referred to in Schedule 2 during the Permitted Hours shall either:
 - (a) have been granted a Virtual Ticket through the Telephone or Electronic Payment System or a Ticket Machine; or
 - (b) cause to be displayed a valid Business Permit or the Permit Holder has obtained a Virtual Business Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (c) cause to be displayed a valid Season Ticket or having been granted a Virtual Season Ticket and a record of which is accessible on a Handheld Device; or
 - (d) cause to be displayed a valid Operational Permit (All Zones) or the Permit Holder has obtained a Virtual Operational Permit (All Zones) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (e) cause to be displayed a valid Operational Permit (External) of the Permit Holder has obtained a Virtual Operational Permit (External) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device.
- (4) Subject to the provisions of this Order, a person leaving a vehicle in a Parking Place referred to in Schedule 3 during the Permitted Hours shall either:
 - (a) have been granted a Virtual Ticket through the Telephone or Electronic Payment System or a Ticket Machine; or

⁹ SI.2016/362

- (b) cause to be displayed a valid Residents' Permit or the Permit Holder has obtained a Virtual Residents' Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (c) cause to be displayed a Visitors' Permit or having been granted a Virtual Visitors' Permit which exempts then from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (d) cause to be displayed a valid Season Ticket or having been granted a Virtual Season Ticket and a record of which is accessible on a Handheld Device; or
 - (e) cause to be displayed a valid Carer Permit or the Permit Holder has obtained a Virtual Carer Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (f) cause to be displayed a valid Temporary Resident Permit or the Permit Holder has obtained a Virtual Temporary Resident Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (g) cause to be displayed a valid Operational Permit (All Zones) or the Permit Holder has obtained a Virtual Operational Permit (All Zones) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (h) cause to be displayed a valid Operational Permit (External) of the Permit Holder has obtained a Virtual Operational Permit (External) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (i) cause to be displayed a valid Doctor Permit or the Permit Holder has obtained a Virtual Doctor Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld device.
- (5) Subject to the provisions of this Order, a person leaving a vehicle in a Parking Place referred to in Schedule 4 during the Permitted Hours shall either:
- (a) have been granted a Virtual Ticket through the Telephone or Electronic Payment System or a Ticket Machine; or
 - (b) cause to be displayed a valid Business Permit or the Permit Holder has obtained a Virtual Business Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (c) cause to be displayed a valid Residents' Permit or the Permit Holder has obtained a Virtual Residents' Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (d) cause to be displayed a Visitors' Permit or having been granted a Virtual Visitors' Permit which exempts then from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (e) cause to be displayed a valid Season Ticket or having been granted a Virtual Season Ticket and a record of which is accessible on a Handheld Device; or
 - (f) cause to be displayed a valid Carer Permit or the Permit Holder has obtained a Virtual Carer Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (g) cause to be displayed a valid Temporary Resident Permit or the Permit Holder has obtained a Virtual Temporary Resident Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (h) cause to be displayed a valid Operational Permit (All Zones) or the Permit Holder has obtained a Virtual Operational Permit (All Zones) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or

- (i) cause to be displayed a valid Operational Permit (External) of the Permit Holder has obtained a Virtual Operational Permit (External) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (j) cause to be displayed a valid Doctor Permit or the Permit Holder has obtained a Virtual Doctor Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld device.
- (6) Subject to the provisions of this Order, a person leaving a vehicle in a Parking Place referred to in Schedule 5 during the Permitted Hours shall either:
- (a) cause to be displayed a valid Business Permit or the Permit Holder has obtained a Virtual Business Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (b) cause to be displayed a valid Season Ticket or having been granted a Virtual Season Ticket and a record of which is accessible on a Handheld Device; or
 - (c) cause to be displayed a valid Operational Permit (All Zones) or the Permit Holder has obtained a Virtual Operational Permit (All Zones) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (d) cause to be displayed a valid Operational Permit (External) of the Permit Holder has obtained a Virtual Operational Permit (External) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device.
- (7) Subject to the provisions of this Order, a person leaving a vehicle in a Parking Place referred to in Schedule 6 during the Permitted Hours shall either:
- (a) cause to be displayed a valid Business Permit or the Permit Holder has obtained a Virtual Business Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (b) cause to be displayed a valid Residents' Permit or the Permit Holder has obtained a Virtual Residents' Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (c) cause to be displayed a Visitors' Permit or having been granted a Virtual Visitors' Permit which exempts then from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (d) cause to be displayed a valid Season Ticket or having been granted a Virtual Season Ticket and a record of which is accessible on a Handheld Device; or
 - (e) cause to be displayed a valid Carer Permit or the Permit Holder has obtained a Virtual Carer Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (f) cause to be displayed a valid Temporary Resident Permit or the Permit Holder has obtained a Virtual Temporary Resident Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (g) cause to be displayed a valid Operational Permit (All Zones) or the Permit Holder has obtained a Virtual Operational Permit (All Zones) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (h) cause to be displayed a valid Operational Permit (External) of the Permit Holder has obtained a Virtual Operational Permit (External) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (i) cause to be displayed a valid Doctor Permit or the Permit Holder has obtained a Virtual Doctor Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld device.

- (8) Subject to the provisions of this Order, a person leaving a vehicle in a Parking Place referred to in Schedule 7 during the Permitted Hours shall either:
- (a) cause to be displayed a valid Residents' Permit or the Permit Holder has obtained a Virtual Residents' Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (b) cause to be displayed a Visitors' Permit or having been granted a Virtual Visitors' Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (c) cause to be displayed a valid Carer Permit or the Permit Holder has obtained a Virtual Carer Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (d) cause to be displayed a valid Temporary Resident Permit or the Permit Holder has obtained a Virtual Temporary Resident Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (e) cause to be displayed a valid Operational Permit (All Zones) or the Permit Holder has obtained a Virtual Operational Permit (All Zones) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (f) cause to be displayed a valid Operational Permit (External) of the Permit Holder has obtained a Virtual Operational Permit (External) Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld Device; or
 - (g) cause to be displayed a valid Doctor Permit or the Permit Holder has obtained a Virtual Doctor Permit which exempts them from displaying a Permit and a record of which is accessible on a Handheld device.

7. Display of Permits

- (1) At all times during which a vehicle is left in a Parking Place during the Permitted Hours and where required to do so by Article 6, the Driver shall cause either a valid Permit, a valid Season Ticket or a Visitors' Permit, issued for that vehicle, to be displayed on the front or kerb side of the vehicle so that either:
- (a) all of the particulars of the Residents' Permit referred to in Article 41(1) are clearly visible from the front or kerb side of the vehicle; or
 - (b) all of the particulars of the Business Permit referred to in Article 41(2) are clearly visible from the front or kerb side of the vehicle; or
 - (c) all of the particulars of the Visitors' Permit referred to in Article 46(1) are clearly visible from the front or kerb side of the vehicle and have been duly completed or;
 - (d) all of the particulars of the Season Ticket, Carer Permit, Temporary Resident Permit, Operational Permit (All Zones), Operational Permit (External) and Doctor Permit referred to in Articles 41(3), 41(4), 41(5) and 41(6) are clearly visible from the front or kerb side of the vehicle.
- (2) The Driver shall be exempt from displaying a valid Permit, a valid Season Ticket or a Valid Visitors' Permit as specified in Article 7(1), if the Driver has obtained a Virtual Ticket, Virtual Permit, Virtual Season Ticket or a Virtual Visitors' Permit and a record of which is accessible on a Handheld Device.

8. Charge for use of Parking Places

- (1) A Parking Charge shall be paid for the leaving of a vehicle in a Parking Place described in Schedule 1 during the Permitted Hours, such Charge being as specified in Schedule 10.

- (2) A Charge shall be paid for the leaving of a vehicle in a Parking Place described in Schedules 2, 3 and 4 during the Permitted Hours, such Charge being either:
- (a) as specified in Schedule 10; or
 - (b) a Business Permit fee as specified in Schedule 11; or
 - (c) a Residents' Permit fee as specified in Schedule 12; or
 - (d) a Visitors' Permit fee as specified in Schedule 13; or
 - (e) a Season Ticket Fee as specified in Schedule 14; or
 - (f) a Carer Permit fee as specified in Schedule 15; or
 - (g) a Temporary Resident Permit fee as specified in Schedule 16; or
 - (h) an Operational Permit (All Zones) fee as specified in Schedule 17; or
 - (i) an Operational Permit (External) fee as specified in Schedule 18; or
 - (j) a Doctor Permit fee as specified in Schedule 19.
- (3) A Charge shall be paid for the leaving of a vehicle in a Parking Place described in Schedules 5, 6 and 7 during the Permitted Hours, such Charge being either:
- (a) a Business Permit fee as specified in Schedule 11; or
 - (b) a Residents' Permit fee as specified in Schedule 12; or
 - (c) a Visitors' Permit fee as specified in Schedule 13; or
 - (d) a Season Ticket Fee as specified in Schedule 14; or
 - (e) a Carer Permit fee as specified in Schedule 15; or
 - (f) a Temporary Resident Permit fee as specified in Schedule 16; or
 - (g) an Operational Permit (All Zones) fee as specified in Schedule 17; or
 - (h) an Operational Permit (External) fee as specified in Schedule 18; or
 - (i) a Doctor Permit fee as specified in Schedule 19.
- (4) No period for a vehicle left in a Parking Place referred to in Schedules 1, 2, 3 and 4 shall exceed the allocated time as stated in the Permitted Hours.

9. Payment of Parking Charge at Parking Places

- (1) A person leaving a vehicle in a Parking Place referred to in Schedules 1, 2, 3 and 4 can obtain a Virtual Ticket by paying the Parking Charge by Payment Card as stated on the Ticket Machine, and take such steps as may be necessary to cause the Ticket Machine to issue a Virtual Ticket.
- (2) A person leaving a vehicle in a Parking Place referred to in Schedules 1, 2, 3 and 4 can use the Telephone or Electronic Payment System or other form of Cashless Payment to pay the Parking Charge, imposed by this Order, for the period they wish to park by communicating with the Service Provider.
- (3) In the case of only one of the methods of payment, as mentioned in paragraphs (1) and (2) of this Article, being available, that method shall be used for the payment of the Parking Charge.

10. Exemption from Charges

- (1) Notwithstanding the foregoing provisions of this Order, any Disabled Person's Vehicle displaying in the relevant position a Disabled Person's Badge may be left in a Parking Place if the use of that part has not been suspended.

11. Contravention

- (1) If a vehicle is left in a Parking Place at any time without complying with the provisions of this Order, then a contravention of this Order, and a Parking Contravention within Part 1 of Schedule 7 to the Traffic Management Act 2004, shall be deemed to have occurred.
- (2) Where a vehicle is left in a Parking Place without complying with the provisions of this Order, the vehicle may be removed or caused to be removed from that Parking Place as provided for by Regulations made under section 99 of the Road Traffic Regulation Act 1984.

12. Movement of a vehicle in a Parking Place in an emergency

- (1) A police constable in uniform, a traffic warden or Civil Enforcement Officer may move or cause to be moved a vehicle from/to a Parking Place in an emergency.

PART III - SUPPLEMENTARY PROVISIONS

Section 1 - General

13. Restriction on the removal of Permits

- (1) Where a Permit has been displayed on a vehicle, no person shall remove the Permit from the vehicle unless authorised to do so by the Driver.

14. Indications by Ticket Machines and Virtual Tickets

- (1) Payment of the Charge for a vehicle left in a Parking Place referred to in Schedules 1, 2, 3 and 4 shall be indicated by the issue by a Ticket Machine relating to that Parking Place of a Virtual Ticket indicating the Charge paid in respect of the period in accordance with Schedule 10, the day and date of issue, the expiry date and a record of which is accessible on a Handheld Device or available to be obtained by a Civil Enforcement Officer contacting the Service Provider.
- (2) The expiry of the period for which payment was made by the Charge for a vehicle left in a Parking Place referred to in Schedules 1, 2, 3 and 4 shall be indicated by the Virtual Ticket issued by a Ticket Machine relating to that Parking Place which is accessible on a Handheld Device, showing the day and date of issue, Charge and expiry time of the Charge, and the day so shown is not the day on which the vehicle is so left or the time shown on the clock on the said Ticket Machine is more than two minutes later than the time shown on the Virtual Ticket.

15. Indications by Ticket Machines and Virtual Tickets as evidence

- (1) If at any time while a vehicle is left in a Parking Place referred to in Schedules 1, 2, 3 and 4 during the Permitted Hours no Virtual Ticket issued by a Ticket Machine relating to that Parking Place is accessible on a Handheld Device it shall be presumed unless the contrary is proved that the Charge has not been duly paid.
- (2) If at any time while a vehicle is left in a Parking Place referred to in Schedule 1, 2, 3 and 4 during the Permitted Hours the Virtual Ticket issued by a Ticket Machine relating to that Parking Place is accessible on a Handheld Device and the clock on the Ticket Machine by

which such Virtual Ticket was issued give the indication mentioned in Article 14(2), it shall be presumed unless the contrary is proved that the Charge has been duly paid in respect of that vehicle, and that the period for which payment was made by the Charge has already expired.

- (3) Any Virtual Ticket issued by a Ticket Machine relating to a Parking Place referred to in Schedule 1, 2, 3 and 4 shall be presumed unless the contrary is proved to have been issued on the day.

16. Indications and evidence by the Telephone or Electronic Payment System

- (1) Where a vehicle has been left in a Parking Place referred to in Schedules 1, 2, 3 and 4 using the Telephone or Electronic Payment System or other form of Cashless Payment, an indication that payment has been made and the parking period for which payment has been made shall either:
 - (a) appear on a Handheld Device; or
 - (b) be obtained by a Civil Enforcement Officer contacting the Service Provider.
- (2) Without prejudice to the provisions of this Order, if at any time while a vehicle is left in a Parking Place referred to in Schedules 1, 2, 3 and 4 and no indication that a Virtual Ticket has been granted using the Telephone or Electronic Payment System or other form of Cashless Payment, or an indication that the parking period for which payment was made has expired, it shall be presumed, unless the contrary is proved, that either:
 - (a) the Parking Charge has not been duly paid in respect of that vehicle; or
 - (b) the parking period for which payment was made had already expired.

17. Interval before a vehicle may again be left in a Parking Place

- (1) Without prejudice to the provisions of Article 19, no vehicle which has left a Parking Place during the Permitted Hours, after the Charge has been incurred, shall until the expiration of one hour from the time it was taken away be left in the Parking Place again during the Permitted Hours.

18. Power to suspend the use of a Parking Place

- (1) A Civil Enforcement Officer or person duly authorised by the Council or by the Commissioner of Police of the Metropolis may suspend the use of a Parking Place or any part thereof whenever he considers such suspension reasonably necessary:
 - (a) for the purpose of facilitating the movement of traffic or promoting its safety;
 - (b) for the purpose of any building operation, demolition or excavation adjacent to the Parking Place, the maintenance, improvement or reconstruction of the highway or the cleansing of gullies in or adjacent to the Parking Place, the laying, erection, alteration or repair in or adjacent to the Parking Place of any sewer or of any main, pipe or apparatus for the supply of gas, water or electricity or any telecommunication system or the placing, maintenance or removal of any traffic sign or other street furniture;
 - (c) for the convenience of occupiers of premises adjacent to the Parking Place on any occasion of the removal of furniture to or from one office or dwelling house adjacent to the Parking Place from or to a depository, another office or dwelling house;
 - (d) on any occasion on which it is likely by reason some special attraction that any street will be thronged or obstructed; or
 - (e) for the convenience of occupiers of premises adjacent to the Parking Place at times of weddings or funerals, or on other special occasions.

- (2) A police constable in uniform or Civil Enforcement Officer may suspend for not longer than twenty four hours the use of a Parking Place or any part thereof whenever they consider suspension reasonably necessary for the purposes of facilitating the movement of traffic or promoting its safety.
- (3) A Civil Enforcement Officer, police constable or person duly authorised by the Council suspending the use of a Parking Place or any part thereof in accordance with the provisions of paragraph (1), or as the case may be, paragraph (2) of this Article shall thereupon place or cause to be placed in or adjacent to any part of that Parking Place which is suspended a traffic sign of any size, colour and type prescribed or authorised under Section 64 of the Road Traffic Regulation Act 1984 indicating that waiting by vehicles is prohibited.
- (4) No person shall cause or permit a vehicle to wait in a Parking Place during the period and location shown on a traffic sign placed in pursuance of paragraph (3) of this Article. Provided that nothing in this paragraph shall apply to:
 - (a) any vehicle being used for fire brigade, ambulance or police purposes or any vehicle which is waiting for any reason specified in Article 20(1) (c) (e) or (f); or
 - (b) anything done with the permission of the person duly authorised by the Council suspending the use of the Parking Place or part thereof in pursuance of paragraph (1) of this Article.

19. Restriction on use of a Parking Place

- (1) During the Permitted Hours no person shall use any Parking Place or any vehicle while it is in a Parking Place in connection with the sale or offering for sale of any Goods to any person in or near the Parking Place or in connection with the selling or offering for sale of their skill in handicraft or their services in any other capacity. Provided that nothing in this Article shall prevent the sale of Goods from a vehicle:
 - (a) if the Goods are immediately delivered at or taken into premises adjacent to the vehicle from which the sale effected; or
 - (b) if the vehicle is one to which provisions of Article 20(1)(i) apply.

20. Restriction on waiting by a vehicle in a Parking Place

- (1) Any vehicle may wait during the Permitted Hours anywhere in any part of a Parking Place if the use of that part has not been suspended and if the vehicle is waiting:
 - (a) for so long as is necessary to enable a person to board or alight from the vehicle and to load thereon or unload therefrom their personal luggage;
 - (b) for so long as is necessary to enable Goods to be loaded onto the vehicle from premises adjacent to the Parking Place or unloaded from the vehicle to premises adjacent to the Parking Place, provided that the vehicle is parked only for this purpose;
 - (c) for so long as is necessary for postal packets to be collected from or delivered to premises or posting boxes adjacent to the Parking Place in which the vehicle is waiting;
 - (d) whilst being used for fire brigade, ambulance or police purposes or, not being a Passenger Vehicle, is being used in the service of a local authority in pursuance of statutory powers or duties provided that in all the circumstances it is reasonably necessary in the exercise of such powers or in the performance of such duties for the vehicle to wait in the place in which it is waiting;
 - (e) the vehicle is waiting only for so long as may be necessary to enable it to be used in connection with the removal of any obstruction to traffic;

- (f) owing to the Driver being prevented from proceeding by circumstances beyond their control or to such waiting being necessary in order to avoid an accident;
 - (g) the vehicle not being a Passenger Vehicle is waiting only for so long as may be reasonably necessary to enable it to be used for any purpose specified in Article 18(1) (b);
 - (h) the vehicle is in actual use in connection with the removal of furniture to or from one office or dwelling house adjacent to the Parking Place from or to a depository, another office or dwelling house; or
 - (i) the vehicle is waiting otherwise than in a parking bay or Parking Space if Goods are being sold or offered or exposed for sale from the vehicle by a person who is licensed by the Council to sell Goods from a stationary vehicle on a pitch situated in a Parking Space.
- (2) No Charge specified in the foregoing provisions of this Order shall be payable in respect of any vehicle waiting in a Parking Place in accordance with the foregoing provisions of this Article.
- (3) Nothing in the foregoing provisions of this Order shall be taken as authorising anything which would be a contravention of any Regulations made or having effect as if made under Section 25 of the Road Traffic Regulation Act 1984.

21. Manner of waiting in a Parking Place

- (1) Every vehicle left in a Parking Place shall stand so that every part of the vehicle is wholly within the limits of any Parking Space or Parking Place where defined, except if the vehicle is waiting in a Parking Place by virtue of the provisions of Article 20(1) (c), (g), (h) or (i) where every vehicle shall stand so that every part of the vehicle is wholly within the limits of the Parking Place unless the width of the vehicle precludes compliance with this paragraph.
- (2) If the width of the vehicle does preclude compliance with paragraph (1) of this Article the vehicle waiting in the Parking Place shall stand so that the longitudinal axis of the vehicle is parallel to the edge of the carriageway and the distance between the said edge and the nearest wheel of the vehicle is not more than 300 millimetres.
- (3) Every vehicle left in a Parking Place in relation to which special provisions as to the manner of standing of a vehicle in that Parking Place is specified in column 3 of Schedules 1, 2, 3, 4, 5, 6 and 7 shall stand so that as to be in accordance with those provisions.

22. Installation and placing of traffic signs, etc

- (1) The Council shall:
- (a) cause the limits of each Parking Place to be indicated on the carriageway by placing and maintaining thereon traffic signs (road markings) of any size, colour and type prescribed or authorised under Section 64 of the Road Traffic Regulation Act 1984; and
 - (b) place and maintain in or in the vicinity of each Parking Place traffic signs of any size, colour and type prescribed or authorised under the Traffic Signs Regulations and General Directions 2016; and
 - (c) carry out such other work as is reasonably required for the purpose of the satisfactory operation of a Parking Place.

Section 2 - Permits

23. Application for and issue of Residents' Permits for the use of Parking Places

- (1) Any Resident who is the user of a vehicle that is a Passenger Vehicle, a Goods Vehicle the overall height of which does not exceed 2.28 metres and the overall length of which does not exceed 5.25 metres, a Motor Cycle or an Invalid Carriage, may apply to the Council for the issue of a Residents' Permit in respect of that vehicle and any such application shall be made on a form or electronic form issued by and obtainable from the Council and shall include the particulars, information and authentication required by such form to be supplied.
- (2) The Council may at any time require an applicant for a Residents' Permit or a Residents' Permit holder to produce to an officer of the Council such evidence in respect of an application for a Residents' Permit made to them as they may reasonably call for to verify any particulars of information given to them or in respect of any Residents' Permit issued by them as they may reasonably call for to verify that the Residents' Permit is valid. In respect of a Virtual Permit the Council can access the record of the Virtual Permit by a Handheld Device, on the Telephone or Electronic Payment System approved by the Council or approved contractor.
- (3) In receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the Charge specified in Schedule 12, the Council, upon being satisfied that the applicant is a Resident and is the user of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant therefore one Residents' Permit or Virtual Resident's Permit for the leaving during the Permitted Hours in a Parking Place referred to in Schedules 3, 4, 6 and 7 of the vehicle to which such Residents' Permit relates. Provided that, subject to the provisions of Article 24, the Council shall not issue a Residents' Permit or Virtual Resident's Permit to any Resident which would be valid during any period during which any other Residents' Permit or Virtual Resident's Permit issued to that Resident is or would be valid.
- (4) Subject to the provisions of this Order a Residents' Permit shall be valid for a period of twelve months running from the date on which the Residents' Permit first became valid.
- (5) Notwithstanding the foregoing provisions of this Order, no Permit shall be issued to a Resident of a housing unit subject to a planning consent to which has been appended an informative or a condition or which is restricted by a planning obligation made under section 106 of the Town and Country Planning Act 1990 or under section 16 of the Greater London Council (General Powers) Act 1974 indicating that such Resident will not be entitled to a Residents' Permit.
- (6) The CO2 Emissions Figure of any vehicle is that which is recorded as the engine emissions in the vehicle's registration document or registration certificate. If the registration document or certificate in respect of the vehicle for which the Permit is being issued does not contain a statement as to the CO2 Emissions Figure then the DVLA Band 7 (over 226 g/km) will apply.
- (7) Permits issued for lower DVLA Bands, whether also Diesel Vehicles or not, will always be counted first when counting the total number of Residents' Permits issued to a Household. Where Permits have previously been issued to any member of a Household then any Permits subsequently issued for lower DVLA Bands will be counted first when Permits previously issued are renewed. Higher Charges therefore apply for more than one Permit per Household.

- (8) A Residents' Permit or Virtual Residents' Permit does not guarantee a Parking Space and is only valid for the area in which it has been issued for use.

24. Refund of Charge paid and change of vehicle in respect of a Residents' Permit

- (1) A Residents' Permit holder who surrenders a Residents' Permit to the Council before it becomes valid shall be entitled to a refund of the Charge paid in respect thereof.
- (2) A Residents' Permit holder who surrenders a Residents' Permit to the Council after it has become valid shall be entitled to a refund of a part of the Charge paid. The refund will be paid less the Administration Charge as per Schedule 12 and any remaining Charge pro rata for any complete months which remain unexpired at the time when the Residents' Permit is surrendered to the Council.
- (3) On a change of vehicle where the replacement vehicle is a lower DVLA Band and the Council issues a replacement Permit the Resident shall be entitled to a refund of the Charge paid less an Administration Charge as set by the Council. The refund will be paid pro rata for any complete months which remain unexpired at the time when the change of vehicle is notified to the Council.
- (4) On a change of vehicle where the replacement vehicle is not a lower DVLA Band vehicle but is replacing a Permit due to change of vehicle, then the Resident shall be required to pay the Residents' Permit Charge and Administration Charge as specified in Schedule 12 according to the number of Residents' Permits issued to the Household.
- (5) A Residents' Permit holder who surrenders a Residents' Permit to the Council prior to 3 months before the expiry date, shall be entitled to a refund of the Charge paid less an Administration Charge specified in Schedule 12 as set by the Council.

25. Application for and issue of Business Permits for the use of Parking Places

- (1) Any Business User who is the user of a motor vehicle that is a Passenger Vehicle, a Goods Vehicle or a Motor Cycle may apply to the Council for the issue of a Business Permit in respect of that vehicle and any such application shall be made on a form or electronic form issued by and obtainable from the Council and shall include the particulars and information required by such form to be supplied.
- (2) The Council may at any time require an applicant for a Business Permit or a Business Permit holder to produce to an officer of the Council such evidence in respect of an application for a Business Permit made to them as they may reasonably call for to verify any particulars or information given to them or in respect of any Business Permit issued by them as they may reasonably call for to verify that the Business Permit is valid. In respect of a Virtual Permit the Council can access the record of the Virtual Permit by a Handheld Device, on the Telephone or Electronic Payment System approved by the Council or approved contractor.
- (3) Upon receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the Charge specified in Schedule 11, the Council upon being satisfied that the applicant is a Business User is the Owner of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant therefore one Business Permit or Virtual Business Permit for the leaving during the Permitted Hours in a Parking Space in any Parking Place referred to in Schedule 2, 4, 5 and 6 to this Order of the vehicle to which such Business Permit relates.

- (4) Subject to the provisions of this Order a Business Permit shall be valid for a period of twelve months running from the date on which the Business Permit first becomes valid.
- (5) The CO2 Emissions Figure of any vehicle is that which is recorded as the engine emissions in the vehicle's registration document or registration certificate. If the registration document or certificate in respect of the vehicle for which the Permit is being issued does not contain a statement as to the CO2 Emissions Figure then the DVLA Band 7 (over 226 g/km) will apply.
- (6) A Business Permit or Virtual Business Permit does not guarantee a Parking Space and is only valid for the area in which it has been issued for use.

26. Refund of Charge paid in respect of Business Permits

- (1) A Business Permit holder who surrenders a Business Permit to the Council before it becomes valid shall be entitled to a refund of the Charge paid in respect thereof less the Administration Charge as per Schedule 11.
- (2) A Business Permit holder who surrenders a Business Permit to the Council after it has become valid shall be entitled to a refund will be paid less the Administration Charge as per Schedule 11 and any remaining Charge pro rata for any complete months which remain unexpired at the time when the Business Permit is surrendered to the Council.
- (3) The Council may at its absolute discretion limit the number of Business Permits that are issued at any one time in respect of businesses.
- (4) On a change of vehicle where the replacement vehicle is a lower DVLA Band and the Council issues a replacement Permit the Business Permit Holder shall be entitled to a refund of the Charge paid less an Administration Charge as set by the Council. The refund will be paid pro rata for any complete months which remain unexpired at the time when the change of vehicle is notified to the Council.
- (5) On a change of vehicle where the replacement vehicle is not a lower DVLA Band vehicle but is replacing a Business Permit due to change of vehicle, then the Permit Holder shall be required to pay the Business Permit Charge as specified in Schedule 11 according to the number of Business Permits issued.

27. Application for and issue of Season Tickets for the use of Parking Places

- (1) Any person may make application to the Council for a Season Ticket or Virtual Season Ticket for a Charge to specified in Schedule 14 and that Season Ticket shall be valid in such Parking Place(s) referred to in Schedules 2, 3, 4, 5 and 6 as is specified thereon and during the period for which it is issued.
- (2) No person shall after obtaining a Season Ticket or Virtual Season Ticket, accessible on a Handheld Device on the Telephone or Electronic Payment System approved by the Council or approved contractor, alter the indication given by that Season Ticket or Virtual Season Ticket whilst the vehicle to which it relates remains in the Parking Place, or knowingly exhibit on a vehicle a Season Ticket which has been altered, defaced, mutilated, copied or added to.
- (3) A Season Ticket or Virtual Season Ticket shall only be valid for the Parking Place for which it was issued and for the vehicle or by the User in respect of which or by whom it was obtained or purchased, and shall neither be transferable to another vehicle or User nor to another Parking Place.

- (4) The issue and availability of Season Tickets and Virtual Season Tickets shall be at the discretion of the Council and on such terms as the Council may from time to time determine.
- (5) No person shall use a Season Ticket or Virtual Season Ticket otherwise than in accordance with the terms and conditions issued by the Council with the Season Ticket or Virtual Season Ticket.
- (6) A Season Ticket or Virtual Season Ticket does not guarantee a Parking Space and is only valid for the area in which it has been issued for use.

28. Refund of Charge paid in respect of Season Ticket Permits

- (1) A Season Ticket holder shall not be entitled to a refund on the Season Ticket.

29. Application for and issue of Carer Permits for the use of Parking Places

- (1) Any Resident requiring regular visits from a carer to maintain an independent life may apply to the Council for the issue of a Carer Permit for a vehicle used by a care giver that is a Passenger Vehicle, a Goods Vehicle, a Motor Cycle or an Invalid Carriage. Any such application shall be made on a form or electronic form issued by and obtainable from the Council and shall include the particulars, information and authentication required by such form to be supplied. In addition, a valid Doctor's statement must be supplied with alongside the application and checks may be carried out to verify the document.
- (2) The Council may at any time require an applicant for a Carer Permit or a Carer Permit holder to produce to an officer of the Council such evidence in respect of an application for a Carer Permit made to them as they may reasonably call for to verify any particulars of information given to them or in respect of any Carer Permit issued by them as they may reasonably call for to verify that the Carer Permit is valid. In respect of a Virtual Permit the Council can access the record of the Virtual Permit by a Handheld Device, on the Telephone or Electronic Payment System approved by the Council or approved contractor.
- (3) Upon receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the Charge specified in Schedule 15, the Council, upon being satisfied that the applicant is a Resident and the care giver is the user of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant therefore one Carer Permit or Virtual Carer Permit for the leaving during the Permitted Hours in a Parking Place referred to in Schedules 3, 4, 6 and 7 of the vehicle to which such Carer Permit relates.
- (4) Subject to the provisions of this Order a Carer Permit shall be valid for a period of twelve months running from the date on which the Carer Permit first becomes valid.
- (5) Carer Permits are not valid in private parking areas not enforced by the London Borough of Hounslow
- (6) The issue of a Permit does not guarantee a Parking Space.

30. Refund of Charge paid in respect of Carer Permits

- (1) A Carer Permit holder shall not be entitled to a refund on the Carer Permit upon surrendering that Carer Permit.

31. Application for and issue of Temporary Resident Permits for the use of Parking Places

- (1) Any Resident may apply to the Council for the issue of a Temporary Resident Permit for a Passenger Vehicle, a Goods Vehicle, a Motor Cycle or an Invalid Carriage and any such application shall be made on a form or electronic form issued by and obtainable from the Council and shall include the particulars, information and authentication required by such form to be supplied.
- (2) A Temporary Resident Permit shall only be valid for the vehicle registration number shown on the Permit or Virtual Permit.
- (3) The Council may at any time require an applicant for a Temporary Resident Permit or a Temporary Resident Permit holder to produce to an officer of the Council such evidence in respect of an application for a Temporary Resident Permit made to them as they may reasonably call for to verify any particulars of information given to them or in respect of any Temporary Resident Permit issued by them as they may reasonably call for to verify that the Temporary Resident Permit is valid. In respect of a Virtual Permit the Council can access the record of the Virtual Permit by a Handheld Device, on the Telephone or Electronic Payment System approved by the Council or approved contractor.
- (4) Upon receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the Charge specified in Schedule 16, the Council, upon being satisfied that the applicant is a Resident and is the user of the class specified in paragraph (1) of this Article, shall issue to the applicant therefore one Temporary Resident Permit or Virtual Temporary Resident Permit for the leaving during the Permitted Hours in a Parking Place referred to in Schedules 3, 4, 6 and 7 of the vehicle to which such Temporary Resident Permit relates.
- (5) Subject to the provisions of this Order a Temporary Resident Permit shall be valid for a period of one month running from the date on which the Temporary Resident Permit first became valid.
- (6) A maximum of two Temporary Resident Permits may be issued per Household per year or more as may be permitted at the discretion of the Council.
- (7) The issue of a Permit does not guarantee a Parking Space.

32. Refund of Charge paid in respect of Temporary Resident Permits

- (1) A Temporary Resident Permit holder shall not be entitled to a refund on the Temporary Resident Permit.

33. Application for and issue of Operational Permits (All Zones) for the use of Parking Places

- (1) Any Council Staff or approved contractors carrying out work for or on behalf of the Council who is the user of a Passenger Vehicle, a Goods Vehicle, a Motor Cycle or an Invalid Carriage, may apply to the Council for the issue of an Operational Permit (All Zones) and any such application shall be made on a form or electronic form issued by and obtainable from the Council and shall include the particulars, information required by such form to be supplied.
- (2) The Council may at any time require an applicant for an Operational Permit (All Zones) or an Operational Permit (All Zones) holder to produce to an officer of the Council such evidence in

respect of an application for an Operational Permit (All Zones) made to them as they may reasonably call for to verify any particulars of information given to them or in respect of any Operational Permit (All Zones) issued by them as they may reasonably call for to verify that the Operational Permit (All Zones) is valid. In respect of a Virtual Permit the Council can access the record of the Virtual Permit by a Handheld Device, on the Telephone or Electronic Payment System approved by the Council or approved contractor.

- (3) Upon receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the Charge specified in Schedule 17, the Council upon being satisfied that the applicant is carrying out work for or on behalf of the Council, and is the user of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant therefore one Operational Permit (All Zones) or Virtual Operational Permit (All Zones) for the leaving during the Permitted Hours in a Parking Place referred to in Schedules 1, 2, 3, 4, 5, 6 and 7 of the vehicle to which such Operational Permit (All Zones) relates.
- (4) Subject to the provisions of this Order an Operational Permit (All Zones) shall be valid for a period of twelve months running from the date of issue.
- (5) Operational Permits (All Zones) shall only be valid for Council staff while visiting premises, sites or customers as part of their normal duties.
- (6) An Operational Permit (All Zones) shall only be valid for the vehicle registration number shown on the Permit. The vehicle registration on the Permit can be updated via the change of Vehicle form on the parking page of the intranet, an Administration Charge will be applicable as set out in Schedule 17.
- (7) Any non-compliance of the use of the Operational Permits (All Zones) will invalidate the permit. Non-compliances include the following:
 - (a) parking in restricted areas near the Operational Permit (All Zones) holder's normal place of work.
 - (b) driving into areas with Permit access restrictions or access restricted streets.
 - (c) use outside the normal working hours of the holder, except in the course of official duties
 - (d) leisure activities, including shopping, at any time
 - (e) non-operational matters such as training
 - (f) parking in suspended bays
 - (g) in private parking areas not enforced by the London Borough of Hounslow
- (8) The issue of a Permit does not guarantee a Parking Space.

34. Refund of Charge paid in respect of Operational Permits (All Zones)

- (1) An Operational Permit (All Zones) holder who surrenders an Operational Permit (All Zones) to the Council prior to 3 months before the expiry date, shall be entitled to a refund of the Charge paid less an Administration Charge specified in Schedule 17 as set by the Council. The refund will be paid pro rata for any full/unused days which remain unexpired at the time when the Operational Permit (All Zones) is surrendered to the Council. The Administration Charge specified in Schedule 17 as set by the Council, shall also be applied to any change of Permit or re-issue.

35. Application for and issue of Operational Permits (External) for the use of Parking Places

- (1) Any Affiliate Staff who is the user of a Passenger Vehicle, a Goods Vehicle, a Motor Cycle or an Invalid Carriage, may apply to the Council for the issue of an Operational Permit (External) and any such application shall be made on a form or electronic form issued by and obtainable from the Council and shall include the particulars, information required by such form to be supplied.
- (2) The Council may at any time require an applicant for an Operational Permit (External) or an Operational Permit (External) holder to produce to an officer of the Council such evidence in respect of an application for an Operational Permit (External) made to them as they may reasonably call for to verify any particulars of information given to them or in respect of any Operational Permit (External) issued by them as they may reasonably call for to verify that the Operational Permit (External) is valid. In respect of a Virtual Permit the Council can access the record of the Virtual Permit by a Handheld Device, on the Telephone or Electronic Payment System approved by the Council or approved contractor.
- (3) Upon receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the Charge specified in Schedule 18, the Council upon being satisfied that the applicant is Affiliate Staff, and is the user of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant therefore one Operational Permit (External) or Virtual Operational Permit (External) for the leaving during the Permitted Hours in a Parking Place referred to in Schedules 1, 2, 3, 4, 5, 6 and 7 of the vehicle to which such Operational Permit (External) relates.
- (4) Subject to the provisions of this Order an Operational Permit (External) shall be valid for a period of twelve months running from the date of issue.
- (5) An Operational Permit (External) shall only be valid for the vehicle registration number shown on the Permit. The vehicle registration on the Permit can be updated via the change of Vehicle form on the Parking page of the intranet, an Administration Charge will be applicable as set out in Schedule 18.
- (6) Operational Permits (External) are not valid for:
 - (a) parking in restricted areas near the Operational Permit (External) holder's normal place of work
 - (b) driving into areas with Permit access restrictions or access restricted streets
 - (c) use outside the normal working hours of the holder, except in the course of official duties
 - (d) leisure activities, including shopping, at any time
 - (e) non-operational matters such as training
 - (f) parking in suspended bays
 - (g) in private parking areas not enforced by the London Borough of Hounslow
- (7) The issue of a Permit does not guarantee a Parking Space.

36. Refund of Charge paid in respect of Operational Permits (External)

- (1) An Operational Permit (External) holder who surrenders an Operational Permit (External) to the Council prior to 3 months before the expiry date, shall be entitled to a refund of the Charge paid less an Administration Charge specified in Schedule 18 as set by the Council.

The refund will be paid pro rata for any full/unused which remain unexpired at the time when the Operational Permit (External) is surrendered to the Council. The Administration Charge specified in Schedule 18 as set by the Council, shall also be applied to any change of Permit or re-issue.

37. Application for and issue of Doctor Permits for the use of Parking Places

- (1) Any doctor who makes home visits to a Resident who is the user of a vehicle that is a Passenger Vehicle, a Goods Vehicle, a Motor Cycle or an Invalid Carriage, may apply to the Council for the issue of a Doctor Permit in respect of that vehicle and any such application shall be made on a form or electronic form issued by and obtainable from the Council and shall include the particulars, information and authentication required by such form to be supplied.
- (2) A Doctor Permit shall only be valid for the vehicle registration number shown on the Permit or Virtual Permit.
- (3) The Council may at any time require an applicant for a Doctor Permit or a Doctor Permit holder to produce to an officer of the Council such evidence in respect of an application for a Doctor Permit made to them as they may reasonably call for to verify any particulars of information given to them or in respect of any Doctor Permit issued by them as they may reasonably call for to verify that the Doctor Permit is valid. In respect of a Virtual Permit the Council can access the record of the Virtual Permit by a Handheld Device, on the Telephone or Electronic Payment System approved by the Council or approved contractor.
- (4) Upon receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the Charge specified in Schedule 19, the Council, upon being satisfied that the applicant is a doctor who makes home visits to a Resident and is the user of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant therefore one Doctor Permit or Virtual Doctor Permit for the leaving during the Permitted Hours in a Parking Place referred to in Schedules 3, 4, 6 and 7 of the vehicle to which such Doctor Permit relates.
- (5) Subject to the provisions of this Order a Doctor Permit shall be valid for a period of twelve months running from the date on which the Doctor Permit first becomes valid.
- (6) Doctor Permits are not valid for use:
 - (a) outside the normal working hours of the Doctors Permit holder, except in the course of official duty
 - (b) during leisure activities
 - (c) on operational matters such as training
 - (d) in private parking areas not enforced by the London Borough of Hounslow
- (7) The issue of a Permit does not guarantee a Parking Space.

38. Refund of Charge paid in respect of Doctor Permits

- (1) A Doctor Permit holder who surrenders a Doctor Permit to the Council prior to 3 months before the expiry date, shall be entitled to a refund of the Charge paid less an Administration Charge specified in Schedule 19 as set by the Council. The refund will be paid pro rata for any complete months which remain unexpired at the time when the Doctor Permit is surrendered to the Council.

39. Surrender, withdrawal and validity of Permits

- (1) A Permit holder may surrender a Permit to the Council at any time and shall surrender a Permit to the Council on the occurrence of any one of the events set out in paragraph (3) of this Article or in accordance with the provisions of paragraph (5) of this Article.
- (2) The Council may, by notice in writing served on the Permit holder by sending the same by recorded delivery service or read receipt to the Permit holder at the address or email address shown by that person on the application for the Permit or at any other address believed to be that person's place of abode, withdraw a Permit if it appears to the Council that any one of the events set out in paragraph (3) (a), (b) or (d) of this Article has occurred and the Permit holder shall surrender the Permit to the Council within 48 hours of the receipt of the aforementioned notice.
- (3) The events referred to in the foregoing provisions of this Article are:
 - (a) the Permit holder ceasing to be a Resident, a Resident requiring a carer, a doctor who makes home visits, a doctor ceasing to be registered as working at the doctors practice stated within their Permit application, an Operational Permit (All Zones) holder or Operational Permit (External) holder ceasing to meet the conditions of the Permit set out in the terms and conditions or a Business User;
 - (b) the Permit holder ceasing to be the Owner of the vehicle in respect of which the Permit was issued;
 - (c) the withdrawal of such Permit by the Council under the provisions of paragraph (2) of this Article;
 - (d) the vehicle in respect of which such Permit was issued being adapted or used in such a manner that it is not a vehicle of the class specified in respect of the Parking Place;
 - (e) the issue of the duplicate Permit by the Council under the provisions of Article 40;
 - (f) the Permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article.
- (4) Without prejudice to the foregoing provisions of this Article, a Permit shall cease to be valid at the expiration of the period specified thereon or the occurrence of any one of the events set out in paragraph (3) (a), (b), (c), (d), (e) or (f) of this Article, whichever is the earlier.
- (5) Where a Permit is issued to any person upon receipt of a cheque and the cheque is subsequently dishonoured, or a card payment subsequently fails, the Permit shall cease to be of any effect and the Council shall by notice in writing served on the person to whom the Permit was issued by sending the same by recorded delivery service to them at the address shown by that person on the application for the Permit or any other address believed to be that person's place of abode, require that person to surrender the Permit to the Council within 48 hours of the receipt of the afore-mentioned notice.
- (6) All Permits remain the property of the Council, who retain the right to withdraw the Permit when not used in accordance with these terms and conditions. The Council will confirm withdrawal of the Permit by letter to the Permit Holder's address, the letter will also confirm the date from when the Permit becomes invalid.

40. Application for and issue of a duplicate Permit

- (1) If a Permit is mutilated or accidentally defaced or the figures or particulars thereon have become illegible or the colour of the Permit has become altered by fading or otherwise, the Permit holder shall either surrender it to the Council or apply to the Council for the issue to

them of a duplicate Permit and the Council upon the receipt of the Permit, shall issue a duplicate Permit so marked and upon such issue the Permit shall become valid.

- (2) If a Permit is lost or destroyed, the Permit holder may apply to the Council for the issue to them of a duplicate Permit and the Council, upon being satisfied as to the loss or destruction, shall issue a duplicate Permit, for a fee, so marked and upon such issue the Permit shall become valid.
- (3) If an Operational Permit (All Zones) or Operational Permit (External) is lost applications do not need to be authorised and should be sent directly to the Parking Office. The Administration Charge for a replacement Permit may be passed on to the staff member.
- (4) The provisions of this Order shall apply to a duplicate Permit and an application therefore as if it were a Permit or, as the case may be, an application therefor.

41. Form of Permit

- (1) A Residents' Permit shall be in writing or electronic form and shall include the following particulars:
 - (a) the registration mark of the vehicle in respect of which the Permit is issued;
 - (b) the period during which, subject to the provisions of Article 23(4), the Residents' Permit shall remain valid;
 - (c) the Zone to which the Permit applies;
 - (d) an indication that the Residents' Permit has been issued by the Council; and
 - (e) Permit type.
- (2) A Business Permit shall be in writing or electronic form and shall include the following particulars:
 - (a) the registration mark of the vehicle in respect of which the Permit has been issued or the name of the company to which the Permit has been issued;
 - (b) the period during which, subject to the provisions of Article 25(4), the Business Permit shall remain valid;
 - (c) the Zone to which the Permit applies;
 - (d) an indication that the Business Permit has been issued by the Council; and
 - (e) Permit type.
- (3) A Season Ticket and Temporary Resident Permit shall be in writing or electronic form and shall include the following particulars:
 - (a) the registration mark of the vehicle in respect of which the Permit is issued;
 - (b) the period during which, subject to the provisions of Article 27(1) and 31(5), the Permit shall remain valid;
 - (c) the Zone to which the Permit applies;
 - (d) an indication that the Permit has been issued by the Council; and
 - (e) Permit type.
- (4) A Doctor Permit shall be in writing or electronic form and shall include the following particulars:
 - (a) the registration mark of the vehicle in respect of which the Permit is issued;
 - (b) the period during which, subject to the provisions of Article 37(5), the Permit shall remain valid;

- (c) an indication that the Permit has been issued by the Council; and
 - (d) Permit type.
- (5) An Operational Permit shall be in writing or electronic form and shall include the following particular:
- (a) the period during which, subject to the provisions of Article 33(4), and 35(4), the Permit shall remain valid;
 - (b) an indication that the Permit has been issued by the Council; and
 - (c) Permit type.
- (6) A Carer Permit shall be in writing or electronic form and shall include the following particular:
- (a) the period during which, subject to the provisions of Article 29(4), the Permit shall remain valid;
 - (b) the Zone to which the Permit applies;
 - (c) an indication that the Permit has been issued by the Council; and
 - (d) Permit type.

Section 3 - Visitors' Permits

42. Application for the issue of Visitors' Permit for the use of Parking Places

- (1) Any Resident may apply to the Council for the issue of up to 10 Visitors' Permit booklets or up to 300 hours of Virtual Visitors' Permit hours for a vehicle of the class described in Article 23(1) and belonging to a person visiting that Household and any such application shall be made on a form or electronic form issued by and obtainable from the Council and shall include the particulars and information required by such form to be supplied.
- (2) The Council may at any time require an applicant for a Visitors' Permit to produce to an officer of the Council such evidence in respect of an application for such a Visitors' Permit made to them as they may reasonably call for to verify any particulars or information given to them. In respect of a Virtual Visitors' Permit the Council can access the record of the Virtual Visitors' Permit by a Handheld Device, on the Telephone or Electronic Payment System approved by the Council or approved contractor.
- (3) On receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the Charge specified in Schedule 13, the Council upon being satisfied that the applicant is a Resident, shall issue to the applicant the Visitors' Permit or Virtual Visitors' Permit.
- (4) The number of Visitors' Permits shall be restricted to a maximum of 30 Visitors' Permits per Household in any 12 month period. In the case of Virtual Visitors' Permits the maximum hours shall be restricted to 300 hours per Household in any 12 month period.

43. Refund of Charge paid in respect of a Visitors' Permit

- (1) A Householder who surrenders a Visitors' Permit to the Council before it becomes valid shall be entitled to a refund of the Charge paid.

44. Surrender, withdrawal and validity of a Visitors' Permit

- (1) A Householder may surrender a Visitors' Permit to the Council at any time and shall surrender a Visitors' Permit to the Council on the occurrence of the event set out in paragraph (3) of this Article or in accordance with the provisions of paragraph (5) of this Article.
- (2) The Council may, by notice in writing served on the Householder by sending the same by recorded delivery service to the Householder at the address shown by that person on the application for the Visitors' Permit or any other address believed to be that person's place of abode, withdraw a Visitors' Permit if it appears to the Council that the event set out in paragraph (3) (a) of this Article has occurred and the Householder shall surrender the Visitors' Permit to the Council within 48 hours of the receipt of the afore-mentioned notice.
- (3) The events referred to in the foregoing provisions of this Article are:
 - (a) the Householder ceasing to be a Resident;
 - (b) the withdrawal of such a Visitors' Permit by the Council under the provisions of paragraph (2) of this Article;
 - (c) the Visitors' Permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article.
- (4) Without prejudice to the foregoing provisions of this Article, a Visitors' Permit shall cease to be valid at the expiration of the period specified thereon or on the occurrence of any one of the events set out in paragraph (3) (a) or (b) of this Article, whichever is the earlier.
- (5) Where Visitors' Permits are issued to any person upon receipt of a cheque and the cheque is subsequently dishonoured, or a card payment subsequently fails, Visitors' Permits shall cease to be of any effect and the Council shall by notice in writing served on the person to whom the Visitors' Permits were issued by sending the same by recorded delivery service to them at the address shown by that person on the application for the Visitors' Permit or at any other address believed to be that person's place of abode, require that person to surrender the Visitors' Permit to the Council within 48 hours of the receipt of the afore-mentioned notice.
- (6) All Visitors' Permits remain the property of the Council, who retain the right to withdraw the Visitors' Permit when not used in accordance with these terms and conditions. The Council reserves the right to change the terms and conditions.

45. Application for the issue of replacement Visitors' Permit

- (1) If a Visitors' Permit is mutilated or accidentally defaced or the figures or particulars thereon have become illegible or the colour of the Visitors' Permit has become altered by fading or otherwise, the Householder shall either surrender it to the Council or apply to the Council for the issue of a replacement Visitors' Permit and the Council, upon receipt of the Visitors' Permit, shall issue a replacement Visitors' Permit.
- (2) The provisions of this Order shall apply to a replacement Visitors' Permit and an application therefor as if it were a Visitors' Permit or, as the case may be, an application therefor.

46. Form of Visitors' Permit

- (1) A Visitors' Permit shall be in writing or electronic form and shall include the following particulars:

- (a) the year;
 - (b) the month;
 - (c) the date in the month;
 - (d) the time of arrival;
 - (e) the vehicle registration mark;
 - (f) the period during which the Visitors' Permit may remain valid;
 - (g) the Zone to which the Visitors' Permit applies;
 - (h) an indication that the Visitors' Permit has been issued by the Council.
- (2) The details required by paragraph (1)(a), (1)(b), (1)(c), (1)(d) and (1)(e) shall be written in on the Visitors' Permit in ink in the spaces provided. In the case of a Virtual Visitors' Permit the details of which shall be included electronically which are accessible on a Handheld Device.

Dated this ***** day of ***** 20**.

Sabeel Khan
Acting Assistant Director for Traffic, Transport, and Parking
(The Officer appointed for the purpose)

SCHEDULE 1

Parking places in respect of which a vehicle may be left during the Permitted Hours if it displays a valid Operational Permit or has been granted a valid Virtual Ticket or Virtual Operational Permit a record of which is accessible on a Handheld Device.

| No. of Parking Place | Designated Parking Place | Special manner of standing |
|----------------------------|--------------------------|----------------------------------|
| 1. | 2. | 3. |
| No items. | | |

SCHEDULE 2

Parking places in respect of which a vehicle may be left during the Permitted Hours if it displays a valid Business Permit, a valid Season Ticket or a valid Operational Permit or has been granted a valid Virtual Ticket, Virtual Business Permit, Virtual Season Ticket or Virtual Operational Permit a record of which is accessible on a Handheld Device.

| No. of Parking Place | Designated Parking Place | Special manner of standing |
|----------------------------|--------------------------|----------------------------------|
| 1. | 2. | 3. |

No items.

SCHEDULE 3

Parking places in respect of which a vehicle may be left during the Permitted Hours if it displays a valid Residents' Permit, a Valid Visitors' Permit, a valid Season Ticket, a valid Carer Permit, a valid Temporary Resident Permit, a valid Operational Permit, a valid Doctor Permit or has been granted a valid Virtual Resident's Permit, Virtual Visitors' Permit, Virtual Season Ticket, Virtual Carer Permit, Virtual Temporary Resident Permit, Virtual Operational Permit, Virtual Doctor Permit or Virtual Ticket a record of which is accessible on a Handheld Device.

| No. of Parking Place | Designated Parking Place | Special manner of standing |
|----------------------------|--------------------------|----------------------------------|
| 1. | 2. | 3. |

No items.

SCHEDULE 4

Parking places in respect of which a vehicle may be left during the Permitted Hours if it displays a valid Residents' Permit, Visitors' Permit, Business Permit, a valid Season Ticket, a valid Carer Permit, a valid Temporary Resident Permit, a valid Operational Permit, a valid Doctor Permit or has been granted a valid Virtual Resident's Permit, Virtual Visitors' Permit, Virtual Business Permit, Virtual Season Ticket, Virtual Carer Permit, Virtual Temporary Resident Permit, Virtual Operational Permit, Virtual Doctor Permit or Virtual Ticket a record of which is accessible on a Handheld Device.

In relation to a Parking Place referred to in this Schedule, the expression "Permitted hours" means the period Monday to Friday between 9am and 6pm, except Christmas Day, Good Friday or a Bank Holiday – maximum stay 4 hours.

| 1 No. of Parking Place | 2 Designated Parking Place | 3 Special manner of standing |
|---------------------------------|--|---------------------------------------|
| 1 | Amhurst Gardens, Isleworth, the north-east side, from a point 3 metres south-east of the north-western flank wall of No. 405 London Road to a point 9 metres north-west of the party wall of Nos. 1 & 3 Amhurst Gardens | 2 wheels on the footway |
| 2 | Amhurst Gardens, Isleworth, the south-west side, from a point 13 metres north-west of the north-western flank wall of No. 2 Amhurst Gardens to a point 8 metres north-west of the party wall of Nos. 2 & 4 Amhurst Gardens | 2 wheels on the footway |
| 3 | Teesdale Avenue, Isleworth, the south-west side, from a point 5 metres south-east of the south-western flank wall of No. 39 Teesdale Avenue to a point 10 metres north-west of the junction with Twickenham Road | - |
| 4 | Teesdale Avenue, Isleworth, the north-east side, from a point 10.5 metres south-east of the south-eastern flank of No. 36 Teesdale Avenue to a point 10 metres north-west of the junction with Twickenham Road | - |
| 5 | Teesdale Avenue, Isleworth, the north-east side, from the south-eastern flank wall of Nos. 1-9 Milestone Court, London Road north-westwards for a distance of 12 metres | - |

SCHEDULE 5

Parking places in respect of which a vehicle may be left during the Permitted Hours if it displays a valid Business Permit, a valid Season Ticket or a valid Operational Permit or has been granted a valid Virtual Business Permit, Virtual Season Ticket or Virtual Operational Permit a record of which is accessible on a Handheld Device.

| No. of Parking Place | Designated Parking Place | Special manner of standing |
|----------------------------|--------------------------|----------------------------------|
| 1. | 2. | 3. |

No items.

SCHEDULE 6

Parking places in respect of which a vehicle may be left during the Permitted Hours if it displays a valid Business Permit, a valid Season Ticket, a valid Carer Permit, a valid Temporary Resident Permit, a valid Operational Permit, a valid Doctor Permit or a valid Residents' Permit or a Visitors' Permit or has been granted a valid Virtual Business Permit, Virtual Season Ticket, Virtual Carer Permit, Virtual Temporary Resident Permit, Virtual Operational Permit, Virtual Doctor Permit, Virtual Resident's Permit or Virtual Visitors' Permit a record of which is accessible on a Handheld Device.

| No. of Parking Place | Designated Parking Place | Special manner of standing |
|----------------------------|--------------------------|----------------------------------|
| 1. | 2. | 3. |

No items.

SCHEDULE 7

Parking places in respect of which a vehicle may be left during the Permitted Hours if it displays a valid Residents' Permit, a valid Carer Permit, a valid Temporary Resident Permit, a valid Operational Permit, a valid Doctor Permit or a Valid Visitors' Permit or has been granted a valid Virtual Resident's Permit, Virtual Carer Permit, Virtual Temporary Resident Permit, Virtual Operational Permit, Virtual Doctor Permit or Virtual Visitors' Permit a record of which is accessible on a Handheld Device.

In relation to a Parking Place referred to in this Schedule, the expression "Permitted hours" means the period Monday to Friday between 9am and 6pm, except Christmas Day, Good Friday or a Bank Holiday.

| 1 No. of Parking Place | 2 Designated Parking Place | 3 Special manner of standing |
|---------------------------------|--|---------------------------------------|
| 1 | Alton Close, Isleworth, both sides, from a point 8 metres south-west of the junction with Amhurst Gardens to the south-western extremity of Alton Close, including the turning circle | - |
| 2 | Amhurst Gardens, Isleworth, the north side, from a point 9 metres north-west of the party wall of Nos. 1 & 3 Amhurst Gardens to a point 10.5 metres south-east of the south-eastern flank wall of No. 79 Amhurst Gardens | 2 wheels on the footway |
| 3 | Amhurst Gardens, Isleworth, the south-west side, from a point 8 metres north-west of the party wall of Nos. 2 & 4 Amhurst Gardens to a point 6 metres south-east of the common boundary of Nos. 14 & 16 Amhurst Gardens | 2 wheels on the footway |
| 4 | Amhurst Gardens, Isleworth, the south side, from a point 6 metres north-west of the common boundary of Nos. 18 & 20 Amhurst Gardens to a point 4 metres south-west of the north-western flank wall of Nos. 6-10 Chase Court, Amhurst Gardens | 2 wheels on the footway |
| 5 | Teesdale Avenue, Isleworth, the north-east side, from a point 1 metre south-east of the north-eastern flank wall of No. 2 Teesdale Avenue to a point 10.5 metres south-east of the south-eastern flank of No. 36 Teesdale Avenue | - |
| 6 | Teesdale Avenue, Isleworth, the south-west side, from the north-western flank wall of No. 1 Teesdale Avenue to a point 5 metres south-east of the south-western flank wall of No. 39 Teesdale Avenue | - |

SCHEDULE 8

Streets or parts of streets for the purpose of the definition of “business” that are within the Zone Alton Close with the Permit Identifier AC

No items.

SCHEDULE 9

Streets or parts of streets for the purpose of the definition of “Resident” that are within the Zone Alton Close with the Permit Identifier AC, all properties listed are limited to 1 Permit per property.

1. Nos. 1-15 ALTON CLOSE, ISLEWORTH, TW7 6AL
2. Nos. 2-84 (evens) AMHURST GARDENS, ISLEWORTH, TW7 6AJ
3. Nos. 1-79 (odds) AMHURST GARDENS, ISLEWORTH, TW7 6AN
4. Nos. 1-18 MILESTONE COURT, 309-315 LONDON ROAD, ISLEWORTH, TW7 5XQ
5. Nos. 1-39 TEESDALE AVENUE, ISLEWORTH, TW7 6AP
6. Nos. 1-12 TEESDALE COURT, LONDON ROAD, ISLEWORTH, TW7 5AS
7. Nos. 349-405 (odds) LONDON ROAD, ISLEWORTH, TW7 5XF

SCHEDULE 10

On-Street Payment Parking Charges

| DVLA Band (1) | Vehicle Emissions (g/km) (2) | Charges for Parking Period up to 30 minutes (3) | Charges for Parking Period up to 1 hour (4) | Charges for Parking Period up to 1 ½ hours (5) | Charges for Parking Period up to 2 hours (6) | Charges for Parking Period up to 2 ½ hours (7) | Charges for Parking Period up to 3 hours (8) | Charges for Parking Period up to 3 ½ hours (9) | Charges for Parking Period up to 4 hours (10) | Charges for Parking Period up to 4 ½ hours (11) | Charges for Parking Period up to 5 hours (12) |
|--|------------------------------|---|---|--|--|--|--|--|---|---|---|
| 1 | 0 | £0.80 | £1.60 | £2.40 | £3.20 | £4.00 | £4.80 | £5.60 | £6.40 | £7.20 | £8.00 |
| 2 | 1 to 75 | £1.20 | £2.40 | £3.60 | £4.80 | £6.00 | £7.20 | £8.40 | £9.60 | £10.80 | £12.00 |
| 3 | 76 to 100 | £1.60 | £3.20 | £4.80 | £6.40 | £8.00 | £9.60 | £11.20 | £12.80 | £14.40 | £16.00 |
| 4 | 101 to 130 | £1.70 | £3.40 | £5.10 | £6.80 | £8.50 | £10.20 | £11.90 | £13.60 | £15.30 | £17.00 |
| 5 | 131 to 170 | £1.80 | £3.60 | £5.40 | £7.20 | £9.00 | £10.80 | £12.60 | £14.40 | £16.20 | £18.00 |
| 6 | 171 to 225 | £1.90 | £3.80 | £5.70 | £7.60 | £9.50 | £11.40 | £13.30 | £15.20 | £17.10 | £19.00 |
| 7 | Over 226 | £2.00 | £4.00 | £6.00 | £8.00 | £10.00 | £12.00 | £14.00 | £16.00 | £18.00 | £20.00 |
| Additional Diesel Surcharge ¹ | | £0.20 | £0.40 | £0.60 | £0.80 | £1.00 | £1.20 | £1.40 | £1.60 | £1.80 | £2.00 |

Notes:

1) Additional Diesel Surcharge for diesel and hybrid-diesel vehicles

SCHEDULE 11

Business Permit Charges

| DVLA Band (1) | Vehicle Emissions (g/km) (2) | Passenger vehicle (3) | Goods Vehicle (4) |
|--|------------------------------|-----------------------|-------------------|
| 1 | 0 | £645.00 | £380.00 |
| 2 | 1 to 75 | £754.00 | £487.00 |
| 3 | 76 to 100 | £862.00 | £593.50 |
| 4 | 101 to 130 | £970.00 | £700.00 |
| 5 | 131 to 170 | £1,078.00 | £806.50 |
| 6 | 171 to 225 | £1,186.00 | £913.00 |
| 7 | Over 226 | £1,294.00 | £1,019.50 |
| Administration Charge for re-issue of Business Permit: £23 | | | |

SCHEDULE 12

Resident Permit Charges

| DVLA Band (1) | Vehicle Emissions (g/km) (2) | First Residents' Permit per Household (3) | Second Residents' Permit per Household (4) | Third Residents' Permit per Household (5) | Fourth Residents' Permit per Household (6) | Fifth and subsequent Residents' Permits per Household (6) |
|---|------------------------------|---|--|---|--|---|
| 1 | 0 | £60.00 | £150.00 | £245.00 | £335.00 | £425.00 |
| 2 | 1 to 75 | £70.00 | £160.00 | £255.00 | £345.00 | £435.00 |
| 3 | 76 to 100 | £80.00 | £170.00 | £265.00 | £355.00 | £445.00 |
| 4 | 101 to 130 | £90.00 | £180.00 | £275.00 | £365.00 | £455.00 |
| 5 | 131 to 170 | £100.00 | £190.00 | £285.00 | £375.00 | £465.00 |
| 6 | 171 to 225 | £120.00 | £210.00 | £305.00 | £395.00 | £485.00 |
| 7 | Over 226 | £140.00 | £230.00 | £325.00 | £405.00 | £505.00 |
| Additional Diesel Surcharge ¹ | | £75.00 | £75.00 | £75.00 | £75.00 | £75.00 |
| Administration Charge for change of vehicle/replacement/refund: £23 | | | | | | |

Notes:

1) Additional Diesel Surcharge for diesel and hybrid-diesel vehicles

SCHEDULE 13

Visitors' Permit Charges

| | Charge |
|------------------|---|
| Visitors' Permit | £25.50 (per book of 30 Cards) OR £25.50 (per 30 hours) |

SCHEDULE 14

Season Ticket Charges

| Season Tickets Monday to Sunday | | | | |
|--|------------------------------------|-----------------|-----------------|---------------|
| DVLA Band (1) | Vehicle Emissions (g/km) (2) | 3 Months (3) | 6 Months (4) | Annual (5) |
| 1 | 0 | £339.00 | £666.50 | £1,310.00 |
| 2 | 1 to 75 | £354.00 | £696.50 | £1,370.00 |
| 3 | 76 to 100 | £369.00 | £725.60 | £1,430.00 |
| 4 | 101 to 130 | £384.00 | £756.50 | £1,490.00 |
| 5 | 131 to 170 | £404.00 | £796.50 | £1,570.00 |
| 6 | 171 to 225 | £424.00 | £836.50 | £1,650.00 |
| 7 | Over 226 | £444.00 | £876.50 | £1,730.00 |
| Additional Diesel Surcharge ¹ | | £18.75 | £37.50 | £75.00 |
| Multi-Vehicle Permit ² | | £424.00 | £836.50 | £1,650.00 |
| Administration Charge for re-issue of Season Ticket: £23 | | | | |

Notes:

- 1) Additional Diesel Surcharge for diesel and hybrid-diesel vehicles
- 2) Charge for Season Tickets for multiple vehicles

SCHEDULE 15

Carer Permit Charges

| 1. Type of Permit | 2. Period of validity | 3. Charges |
|--|-----------------------|------------|
| Carer Permits – CPZ (Single Zone) Specific | Annual | £0.00 |

SCHEDULE 16

Temporary Resident Permit Charges

| 1. Type of Permit | 2. Period of validity | 3. Charges |
|---------------------------|-----------------------|------------|
| Temporary Resident Permit | 1 Month | £41.25 |

SCHEDULE 17
Operational Permit (All Zones) Charges

| 1. Type of Permit | 2. Period of validity | 3. Charges |
|--|-----------------------|------------|
| Operational Permits – All Zones | Annual | £163.75 |
| Administration Charge for change of vehicle/replacement/refund | n/a | £23 |

SCHEDULE 18
Operational Permit (External) Charges

| 1. Type of Permit | 2. Period of validity | 3. Charges |
|--|-----------------------|------------|
| Operational Permits – External | Annual | £310.50 |
| Administration Charge for change of vehicle/replacement/refund | n/a | £23 |

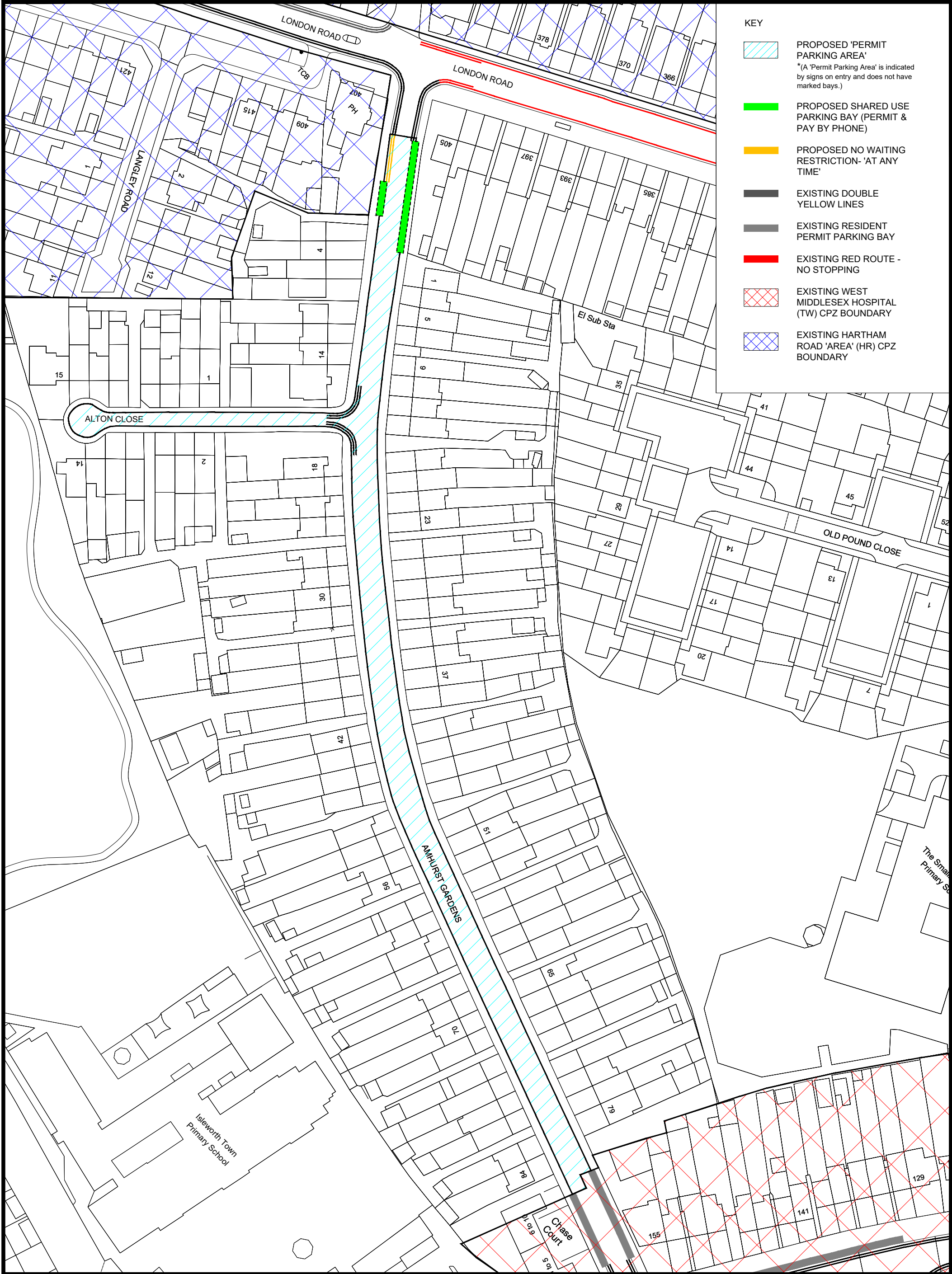
SCHEDULE 19
Doctor Permit Charges







| 1. Type of Permit | 2. Period of validity | 3. Charges |
|--|-----------------------|------------|
| Doctor Permits | Annual | £381.00 |
| Administration Charge for change of vehicle/replacement/refund | n/a | £23 |

EXPLANATORY NOTE

(This note is not part of the Order, but is intended to indicate its general purport)

This Order introduces a controlled parking zone operating between 9am and 6pm Monday to Friday which designates parking places in certain lengths of street in Amhurst Gardens, Alton Close, and Teesdale, Isleworth in the London Borough of Hounslow at which vehicles displaying a valid residents permit, valid residents visitors parking card, carers permit, temporary residents permit, operational permit (all zones), operational permit (external) or doctors permit issued by the Council of the London Borough of Hounslow may be left.



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| <p>This map is based upon Ordnance Survey material with the permission of Ordnance Survey on behalf of the Controller of His Majesty's Stationery Office © Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings. London Borough of Hounslow 100019263 2025</p> <table><tr><td>-</td><td>-</td><td>-</td></tr><tr><td>Rev</td><td>Date</td><td>Description</td></tr></table> | | | - | - | - | Rev | Date | Description | <table><tr><td colspan="5">Drawing Status</td></tr><tr><td colspan="5">PROPOSED</td></tr><tr><td>Drawn</td><td>Approved</td><td>Date:</td><td>Scale</td><td>Size</td></tr><tr><td>RT</td><td>AH</td><td>MAY 2025</td><td>1:1000</td><td>A3</td></tr><tr><td colspan="4">Drg No</td><td>Rev</td></tr><tr><td colspan="4">-</td><td>-</td></tr></table> | | | | | Drawing Status | | | | | PROPOSED | | | | | Drawn | Approved | Date: | Scale | Size | RT | AH | MAY 2025 | 1:1000 | A3 | Drg No | | | | Rev | - | | | | - | <table><tr><td colspan="2">Project</td></tr><tr><td colspan="2">ALTON CLOSE 'AREA', ISLEWORTH</td></tr><tr><td colspan="2">Drawing Title</td></tr><tr><td colspan="2">ALTON CLOSE & AMHURST GARDENS STATUTORY CONSULTATION</td></tr></table> | | Project | | ALTON CLOSE 'AREA', ISLEWORTH | | Drawing Title | | ALTON CLOSE & AMHURST GARDENS STATUTORY CONSULTATION | | <table><tr><td colspan="2">Sabeel Khan Acting Assistant Director for Traffic, Transport and Parking Hounslow House, 7 Bath Road, Hounslow, TW3 3EB</td></tr><tr><td colspan="2">Client</td></tr><tr><td></td><td>London Borough of Hounslow</td></tr><tr><td colspan="2"></td></tr></table> | | Sabeel Khan Acting Assistant Director for Traffic, Transport and Parking Hounslow House, 7 Bath Road, Hounslow, TW3 3EB | | Client | |  | London Borough of Hounslow |  | |
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| Sabeel Khan Acting Assistant Director for Traffic, Transport and Parking Hounslow House, 7 Bath Road, Hounslow, TW3 3EB | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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Traffic Management Order

2008 No.24

The London Borough of Hounslow (Waiting and Loading Restriction) (Civil Enforcement Area)
Order 2008

Made on 4 August 2008

Coming into operation on 11 August 2008

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The London Borough of Hounslow, after consulting the Commissioner of Police of the Metropolis, in exercise of powers conferred by sections 6 and 124 of and Part IV of Schedule 9 to the Road Traffic Regulation Act 1984^a, as amended by section 8 and Schedule 5 of the Local Government Act 1985^b, the Road Traffic Act 1991^c and Part 6 of the Traffic Management Act 2004^d and of all other powers thereunto enabling hereby make the following Order:

^a 1984 c.27

^b 1985 c.51

^c 1991 c.40

^d 2004 c.18

PART I

Commencement and citation

1. This Order shall come into operation on 11 August 2008 and may be cited as the London Borough of Hounslow (Waiting and Loading Restriction) (Civil Enforcement Area) Order 2008.

Revocation

2. Without prejudice to the validity of anything done or to any liability incurred in respect of any act or omission before the coming into operation of this Order, the Hounslow (Waiting and Loading Restriction) Order 1977^a is hereby revoked.

Interpretation

3. (1) In this Order, except where the context otherwise requires:
 - “bus” has the same meaning as in Regulation 22 of the Traffic Signs Regulations and General Directions 2002^b;
 - “civil enforcement officer” means a person appointed by or on behalf of the Council to enforce the restrictions imposed by this Order;
 - “Council” means the Council of the London Borough of Hounslow;
 - “enactment” means any enactment, whether public general or local, and includes any order, byelaw, rule, regulation, scheme or other instrument having effect by virtue of an enactment;
 - “goods” means goods of any kind whether animate or inanimate and includes postal packets of any description; and “delivering” and “collecting”, in relation to any goods, include checking the goods for the purpose of their delivery or collection;
 - “goods vehicle” has the same meaning as in the Traffic Signs Regulations and General Directions 2002;
 - “motor cycle parking area” means that part of a restricted street specified in Schedule 8;
 - “parking contravention” has the meaning assigned to it in Part 1 of Schedule 7 of the Traffic Management Act 2004;
 - “penalty charge and reduced penalty charge” means the charge set by the Council under the provisions of the Road Traffic Act 1991 or Part 6 of the Traffic Management Act 2004 and following approval of the Secretary of State or the Mayor of London, which is to be paid to the Council, which in the case of a penalty charge is to be paid within 28 days beginning on the date of the Notice, or in the case of a reduced penalty charge is to be paid following the issue of a penalty charge notice within 14 or 21 days of the issue or service of that notice;
 - “prescribed hours”, in relation to a restricted street, means the time specified in column 2 of Schedule 3 in relation to the letter set out in column 1 of the Schedule and which letter is the letter set out in column 3 of Schedule 1 or 4 in relation to that street;
 - “provision of a universal postal service” and “universal service provider” have the same meanings as in Section 126 of the Postal Services Act 2000^c;
 - “restricted hours”, in relation to any street specified in Schedule 2 means the time specified in column 2 of Schedule 3 and which number set out in column 3 of Schedule 2 in relation to that street;

^a GLC1977/642 – including all amendments up to 2008/15

^b SI.2002/3113 (as amended)

^c 2000 c.26

“restricted street” means any street within the London Borough of Hounslow specified in Schedule 1 or 4 (hereinafter referred to as a “scheduled street”) and includes, except where the context otherwise requires, so much of every other street within that London Borough which is not a scheduled street or a street specified in Schedule 5 and which joins any scheduled street specified in Schedule 1 as lies between the kerb-line of the scheduled street and a point 18.29 metres distant there from, and any reference in this Order to any restricted street specified in Schedule 1 shall be construed accordingly:

Provided that the expression “restricted street” shall not for the purpose of this Order include:

- (a) any area on a highway or any place within the London Borough of Hounslow for the time being designated or described as a parking place by any Order made or having effect as if made or having effect as if made under section 6, section 32 (as extended by section 63 thereof) or section 45 of the Road Traffic Regulation Act 1984; or
- (b) in its application to a street specified in column 1 of Schedule 7, that the length of street which extends 18.29 metres measured in the direction specified in column 2 of that Schedule from the kerb-line of the scheduled street specified in column 3 of that Schedule,

and in this definition the expression “kerb-line” in relation to a scheduled street shall mean that imaginary line which is the projection of the lines formed by the edge of the main carriageway of the scheduled street adjacent to its junction with the side in question of any other street”;

“Scheduled” means a Schedule to this Order;

“street” includes any part of the street;

“telecommunications system” has the same meaning as in the Telecommunications Act 1984^a.

(2) For the purpose of this order a vehicle shall be deemed to wait:

- (a) in a restricted street if any point in that street is below the vehicle or its load (if any) and the vehicle is stationary; or
- (b) for more than a specified period in the same place in a restricted street if any one point in that street is below the vehicle or its load (if any) throughout a period exceeding the specified period whether or not that vehicle is moved during that period.

- (3) Any reference in this Order to any enactment shall be construed as a reference to that enactment as amended, applied, consolidated, re-enacted by or as having effect by virtue of any subsequent enactment.
- (4) Any reference in this Order to a length of street shall, unless otherwise specified, be construed as a reference to the whole width of that length of street.
- (5) The Interpretation Act 1978^b shall apply for the interpretation of this Order as it applies for the interpretation of an Act of Parliament
- (6) The restrictions, prohibitions and requirements imposed by this Order are in addition to and not in derogation of any restrictions, prohibitions or requirement imposed by any other enactment and any exception for exemption from the provisions of this Order is without prejudice to the provisions of any other enactment.

^a 1984 c.12(b)

^b 1978 c.30

- (7) For the purposes of this Order a vehicle shall be regarded as displaying a disabled persons' badge and parking disc in the relevant position when it is so regarded for purposes of Regulation 3(1) of the Local Authorities' Traffic Orders (Exemption for Disabled Persons) (England and Wales) Regulations 2000^a and "relevant position" has the same meaning as in Regulation 4 of those Regulations.

Application of Order

4. The restrictions imposed by Part II of this Order are subject to the exceptions and exemptions set out in Part III of this Order, and any such exceptions or exemptions are subject to the provisions of Part IV of this Order.

PART II

RESTRICTIONS

Restrictions applicable to streets specified in Schedule 1, Schedule 2 or Schedule 6

5. (1) No person shall cause or permit any vehicle to wait during the prescribed hours in any restricted street specified in Schedule 1 except, subject to the provisions of the next paragraph, for so long as may be necessary for the purpose of delivering or collecting goods or loading or unloading the vehicle at premises adjacent to the street.
- (2) No person shall cause or permit any vehicle to wait for the purpose of delivering or collecting goods or loading or unloading the vehicle –
- (a) in any of the streets specified in Schedule 2 (which consist of restricted streets or parts thereof specified in Schedule 1) during the restricted hours, or
 - (b) without prejudice to the provisions of the last fore-going sub-paragraph –
 - (i) for a period of more than forty minutes in the same place during the prescribed hours in any part of the street in the London Borough of Hounslow specified in Schedule 6 which is a restricted street; or
 - (ii) for a period of more than forty minutes in the same place during the prescribed hours in any other restricted streets specified in Schedule 1.

Restrictions applicable to restricted streets specified in Schedules 4, 4A and 4B

6. (1) No person shall cause or permit any vehicle to wait during the prescribed hours in any restricted street specified in Schedule 4 –
- (a) for a longer period than 20 minutes or,
 - (b) if a period of less than 20 minutes has elapsed since the termination during the prescribed hours of the last period of waiting (if any) of the vehicle in that street;
- (2) No person shall cause or permit any vehicle to wait during the prescribed hours in any restricted street specified in Schedule 4A –
- (a) for a longer period than 30 minutes or,
 - (b) if a period of less than 1 hour has elapsed since the termination during the prescribed hours of the last period of waiting (if any) of the vehicle in that street;
- (3) No person shall cause or permit any vehicle to wait during the prescribed hours in any restricted street specified in Schedule 4B –

^a SI.2000/683

- (a) for a longer period than 1 hour or,
- (b) if a period of less than an 1 hour has elapsed since the termination during the prescribed hours of the last period of waiting (if any) of the vehicle in that street;

Provided that

- (i) for the purposes of sub-paragraphs 1(b), 2(b) or 3(b) of this Article no account shall be taken of any period during which a vehicle is waiting in that street for any purpose specified in Part IV of this Order;
- (ii) nothing in sub-paragraphs 1(b), 2(b) or 3(b) of this Article shall apply in respect of a disabled person's vehicle which displays in the relevant position a disabled person's badge issued by any local authority.

Restrictions applicable to streets specified in Schedule 5

- 7. No person shall cause or permit any vehicle to stop or remain at rest in any street specified in Schedule 5

PART III

CONTRAVENTION OF WAITING RESTRICTIONS

Restriction on vehicles

- 8. Without prejudice to the validity of anything done or to any liability incurred in respect of any act or omission before the coming into operation of this Order, no person shall cause or permit any motor vehicle to wait in any prescribed or restricted street during the prescribed hours.

Contravention of waiting restrictions

- 9. Except as provided in Article 13 of this Order, if a vehicle waits in any street referred to in the Schedules to this Order during the prescribed hours a parking contravention shall have occurred and a penalty charge shall be payable. A penalty charge notice may then be issued by a civil enforcement officer or served by the Council.

Manner of payment of the penalty charge

- 10. The penalty charge shall be paid to the Council by cash, cheque, postal order or other accepted means which shall be delivered or sent by post to the Finance Department of the Council at the address indicated on the penalty charge notice and in accordance with instructions on that notice, to arrive during the hours when such office is open, or to be paid by credit card or debit card by telephone or other means as the Council may from time to time allow -
 - (a) on the fourteenth day in the case of a reduced penalty charge where the notice was issued under Regulation 9 of the Civil Enforcement of Parking Contraventions (England) General Regulations 2007 beginning on the date the notice was served;
 - (b) on the twenty-first day in the case of a reduced penalty charge where the notice was issued under Regulation 10 of those Regulations beginning on the date the notice was served; or
 - (c) on the twenty-eighth day in the case of a penalty charge, beginning on the date the notice was served:-

Provided that, if the said fourteenth, twenty-first or twenty-eighth day falls upon a day on which the said payment office is closed, the period within which payment of the said charge

shall be payable to the Council shall be extended until the next day on which the office is open.

Removal of a vehicle from waiting restrictions

11. Where a civil enforcement officer is of the opinion that any of the provisions contained in Articles 8 or 9 of this Order have been contravened or not complied with they may, under the provisions of the Road Traffic Act 1991, the Traffic Management Act 2004 and the Removal and Disposal of Vehicles Regulations 1986, remove or cause to be removed the vehicle from the waiting restriction and, where it is so removed, shall provide for its safe custody of the vehicle.

PART IV

EXCEPTIONS AND EXEMPTIONS FROM RESTRICTIONS

Persons boarding or alighting from vehicles

12. Nothing in Article 5 or 6 of this Order shall render it unlawful to cause or permit a vehicle to wait in any restricted street for so long as may be necessary for the purpose of enabling any person to board or alight from the vehicle or to load thereon or unload therefrom his personal luggage:

Excepted Vehicles

13. The restrictions imposed by Part II of this Order shall not apply in relation to the following vehicles, that is to say –
- (a) public service vehicles operated by Transport for London whilst waiting at an authorised stopping place or at a terminal or turning point;
 - (b) vehicles when used for fire brigade, ambulance or police purposes;
 - (c) vehicles when used in the service of a local authority in pursuance of statutory powers or duties provided that in all the circumstances it is reasonably necessary in the exercise of such powers or the performance of such duties for the vehicle to wait in the place in which it is waiting;
 - (d) hackney carriages whilst waiting upon any duly authorised cab rank;
 - (e) vehicles whilst waiting in any restricted street for so long as may be necessary in connection with the taking in of petrol, oil, water or air, if such taking in cannot be effected unless the vehicle waits in that place where it is waiting.
 - (f) a motor cycle propelled by mechanical power, not being an invalid carriage, with less than four wheels and the weight of which does not exceed 410 kilograms whilst waiting wholly within the limits of a motor cycle parking area.

Furniture removals and other exceptional loading or unloading

- 14 (1) Nothing in Article 5 or 6 of this Order shall apply so as to restrict the loading or unloading of any vehicle while the vehicle is in actual use in any restricted street in connection with the removal of furniture to or from one office, dwelling-house or depository adjacent to that restricted street from or to another office, dwelling-house or depository:

Provided that this paragraph shall not apply to a vehicle waiting in any restricted street to which the provisions of Article 5(2)(a) or 6 of this Order apply unless notice is given twenty-four hours in advance to the London Borough of Hounslow, their consent is obtained, and such reasonable conditions as they may impose are complied with.

- (2) Without prejudice to the provisions of the last foregoing paragraph, nothing in Article 5 or 6 of this Order shall apply so as to restrict the loading or unloading of any vehicle

while the vehicle is in actual use in any restricted street in connection with the collection or delivery of goods from or to premises in or adjacent to that street if those goods cannot reasonably be loaded or unloaded outside the prescribed hours or within the time (if any) allowed in relation to that street, as the case may be, if notice is given twenty-four hours in advance to the London Borough of Hounslow, their consent is obtained, and such reasonable conditions as they may impose are complied with.

Miscellaneous exemptions

- 15 (1) Nothing in Part II of this Order shall render it unlawful to cause or permit a vehicle to wait in any restricted street or remain at rest in any street specified in Schedule 5 –
- (a) while postal packets addressed to premises adjacent to any such street in which a vehicle bearing a livery which is used by a universal service provider and which is waiting for as long as may be necessary for the purpose of the provision of a universal postal service;
 - (b) while the vehicle is being used in connection with any building operation, demolition or excavation in or adjacent to any such street, the removal of any obstruction to traffic in any street, the maintenance, improvement, reconstruction, cleansing or lighting of any street, the laying, erection, alteration or repair in or adjacent to any street of any sewer or of any main, pipe or apparatus for the supply of gas, water or electricity, or of any telegraphic line, or the placing, maintenance or removal of any traffic sign, if the vehicle cannot conveniently and lawfully be used for that purpose in any street not being a street specified in Schedule 5 or a restricted street or outside the prescribed hours;
 - (c) while any gate or other barrier at the entrance to premises, to which the vehicle requires access or from which it has emerged is being opened or closed, if it is not reasonably practicable for the vehicle to wait in any other place while such gate or barrier is being opened or closed.
- (2) Nothing in Part II of this Order shall apply to anything done with the permission or at the direction of a police constable in uniform or where the person in control of the vehicle is required by law to stop, or wait or remain at rest, or is obliged to do so in order to avoid an accident.
- (3) Nothing in Article 5 or 6 of this Order shall render it unlawful for a person who is licensed by the Council of the London Borough of Hounslow to sell goods from a stationary vehicle on a pitch in any restricted street to cause or permit a vehicle to wait on that pitch for that purpose.
- (4) Nothing in Article 7 of this Order shall render it unlawful to cause or permit a vehicle to stop in any street specified in Schedule 5 if that vehicle thereupon remains at rest for any reason specified in paragraph (1) of this Article.

PART V

ADDITIONAL PROVISIONS

Duty to move on

16. Notwithstanding any exception or exemption contained in this Order, the person in control of a vehicle waiting during the prescribed hours in any restricted street or in any street specified in Schedule 5 shall move the vehicle on the instructions of a police constable in uniform whenever such moving may be reasonably necessary for the purpose of preventing or removing obstructions.

Restriction on methods of loading or unloading vehicles

- 17 (1) No person shall cause any goods to be loaded on to or unloaded from any vehicle in any street in the London Borough of Hounslow otherwise than in accordance with the following conditions, that is to say-
- (d) no such goods shall be deposited on any carriageway or footway except on the carriageway immediately at the rear of the vehicle and no goods shall remain on any carriageway before the arrival of or after the departure of the vehicle;
 - (b) no part of any rope, chain, wire, apparatus or machinery used in connection with such loading or unloading and no load suspended therefrom, shall be less than 4.88 metres above a carriageway, except when over any vehicle being loaded or unloaded, or less than 2.74 metres above the footway;
 - (c) no such goods shall be passed from hand to hand across any part of any carriageway or footway;
- Provided that nothing in this Article shall apply in relation to –
- (i) any vehicle specified in sub-paragraph (b) or sub-paragraph (c) of Article 13 of this Order or any vehicle while it is being used as mentioned in paragraph (1)(c) or Article 15 of this Order; or
 - (ii) anything done with the permission or at the direction of a police constable in uniform.
- (2) Nothing in sub-paragraph (b) of paragraph (1) of this Article shall apply to any pipe, apparatus or machinery being used in connection with loading or unloading of any petrol, water, oil or liquid fuel on to or from any vehicle in any street or from any premises adjacent to any street, provided that all necessary means are taken to give adequate warning of any possible obstruction.

Restriction on street trading

18. No person shall, on any day other than on Sunday, sell, offer or expose for sale goods from a vehicle which is in any restricted street unless –
- (a) that person is licensed by the Council of the London Borough of Hounslow to sell goods from a stationary vehicle on a pitch in that street and sells goods from that pitch; or
 - (b) the goods are immediately delivered at or taken into premises adjacent to the vehicle from which the sale is affected.

Restriction on advertising

19. No person shall in any restricted street or in any street specified in Schedule 5, either wholly or mainly for the purposes of advertisement, ride, drive, conduct, use or employ or cause to be ridden, driven, conducted, used or employed any animal or vehicle of any kind, or wear or cause to be worn any fancy dress or other costume.

Power to suspend the use of a motor cycle parking area

20. (1) Notwithstanding any other provision of this Order, the council of the London Borough of Hounslow or the Commissioner of Police of the Metropolis, on the occasion of any public procession or for other good and sufficient reason, or a civil enforcement officer or a police constable or traffic warden in uniform, in case of an emergency, may suspend the use of any motor cycle parking area or any part thereof during such period as may be reasonably necessary;
- (2) the Council of the London Borough of Hounslow or the Commissioner of Police of the Metropolis, or a civil enforcement officer or a police officer or traffic warden in


uniform suspending the use of a motor cycle parking area or any part thereof in accordance with the provisions of paragraph (1) of this Article, shall thereupon place or cause to be placed in or adjacent to that motor cycle parking area or that part thereof, as the case may be, the use of which is suspended, a traffic sign indicating that the waiting of vehicles is prohibited;

- (3) no person shall cause or permit a vehicle to wait in a motor cycle parking area or any part thereof during such period that there is in or adjacent to that motor cycle parking area or that part thereof, as the case may be, a traffic sign placed in pursuance of paragraph (2) of this Article:

Provided that nothing in this paragraph shall apply to anything done with the permission of the Council of the London Borough of Hounslow or the Commissioner of Police of the Metropolis or a civil enforcement officer or a police constable or traffic warden in uniform or in relation to any vehicle being used for fire brigade, ambulance or police purposes or to any vehicle which is waiting for any reason specified in Article 15(2)

Dated this fourth day of August 2008.



 Director of Environment
(The officer appointed for this purpose)